

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

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

**Others:** Starr Pelerin, Paul Bishop (CGR), Jamie Easton, Scott Cook, Glen Swajger, Patty Cook, Renee & Brian Kennedy, Zack Staag, Samantha Montville, John Reale, Nicole teRiele and Shaundra Yaw.

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

Opening Remarks

The Town's Comprehensive Plan update is underway, the funding contract through NYS has been completed and submitted, we are waiting currently for NYS to get back to us.

Budget Workshops have been documents – there are eight total and two will occur this month, August 14 & 28. All dates and times are on the Town's website, and there are varied times for morning and afternoon sessions for public participation as much as possible.

Tonight, the Town is continuing its efforts to address a serious emergency response issue in our community and the Town has made a decision to move in the direction of creating an ambulance district, creating a Map, Plan and Report for the district and then putting that referendum to the voters. Tonight, we have the Center for Government Research, Paul Bishop, here to brief the board. This is not a public hearing, but a briefing to the board.

Paul Bishop from Center for Government Research handed out the overview of the existing situation that we currently have for the EMS in general, Town of Ticonderoga EMS and also the Lamoille Squad. We are going to talk about what proposing a district would look like along with a hypothetical budget and how we get to that. EMS is going through some substantial changes not only in NYS, but nationally. There is an increased demand for service along with an aging population. People 80 or over are using the ambulance at 3 times the rate of the rest of the population. As your population ages, there is more of a demand for ambulance services. There is also changing expectations, people who lack access to primary care will often call an ambulance for something that a generation ago you would wait to see your doctor on Monday morning, but now on Friday evening you are calling an ambulance to bring you down to the hospital because that is how medical care is expected to be delivered. There has been a dramatic loss in the number of volunteers, there was a study that was done in NYS just a couple of years ago and 60% of rural volunteer EMS agencies reported that they were moderate to severely impaired response times due to staff shortages. That is also something that Ticonderoga is suffering from. (See remaining presentation on the next pages following)

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**Town of Ticonderoga Ambulance District**

**Map, Plan and Report Presentation  
August 2024**



## **Presentation overview**

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- EMS Background
- TiEMS Operations
- Lamoille Operations
- Proposed Ambulance District
  - Services & Boundaries
  - Governance
  - Estimated cost

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## EMS Background

- Modern EMS system founded ~60+ years ago
- EMS undergoing substantial change in NYS and nationally

Increased Demand	<ul style="list-style-type: none"> <li>• Aging population</li> <li>• Changing expectations</li> </ul>
Loss of volunteers	<ul style="list-style-type: none"> <li>• 59% of rural volunteer EMS providers reported moderately or severely impaired response times due to shortages in certified volunteer staff<sup>1</sup></li> </ul>
Increased Costs	<ul style="list-style-type: none"> <li>• Need for paid staff to cover loss of volunteers</li> <li>• Competitive wages to attract declining numbers of professional responders</li> <li>• Complex equipment and increased regulatory standards</li> </ul>
Low reimbursement rates	<ul style="list-style-type: none"> <li>• Insurance only pays a fraction of the fee charged and does not cover the full costs of service.</li> </ul>

<sup>1</sup> New York State Emergency Medical Services Council (SEMSCO). EMS Workforce Shortage in NYS: Where are the Emergency Responders? December 2019.



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[www.cgr.org](http://www.cgr.org)

## Ticonderoga Emergency Squad (TiEMS)

- Nonprofit ambulance agency serving Ticonderoga, Putnam and Crown Point
- 2 ambulances & 4,100 sf station
- Staff consists of volunteers & contracted staff from Keena Staffing and Essex County
- Paid staff provides the 336 hours required to have a crew of two available at all 24/7/365. Volunteers provide supplemental staffing and work to answer second calls in the district

Type of Staff	Volunteer	Keena Staffing Services		Essex County	
	Number	Number	Pay rate	Number	Pay rate
Non-Certified EMS	3	3 PT	\$ 17/hr	0	
Emergency Medical Technicians (EMTs)	12	2 FT, 3 PT	\$19/hr	4 FT	\$24.75/hr + benefits*
Advanced EMT Critical Care	3	2 PT	\$21.35 - \$22.23/hr	0	
Paramedic	1	1 PT	\$23.35/hr	0	
Line Officers (Counted as EMTs elsewhere)	Captain and Assistant Captain				

\* County benefits are paid through a NYS grant set to expire at the end of 2024.

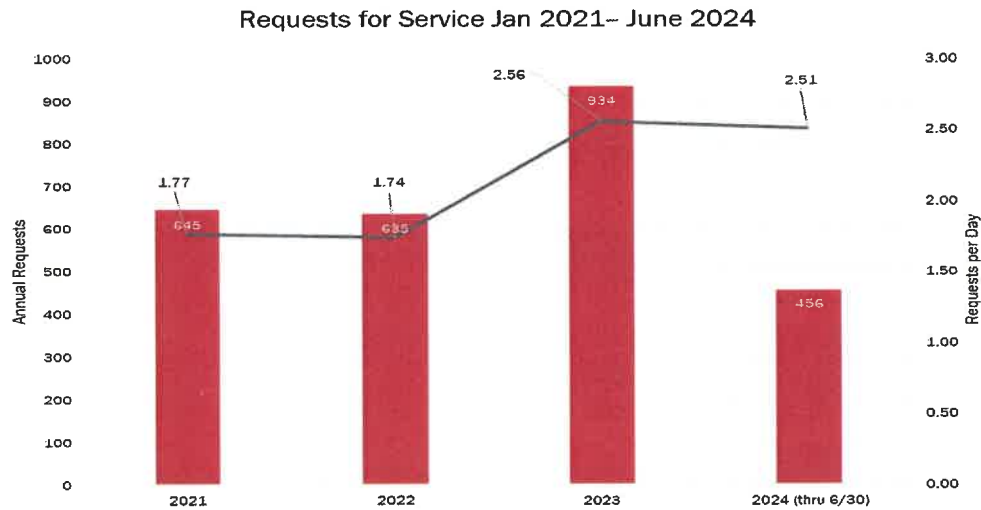


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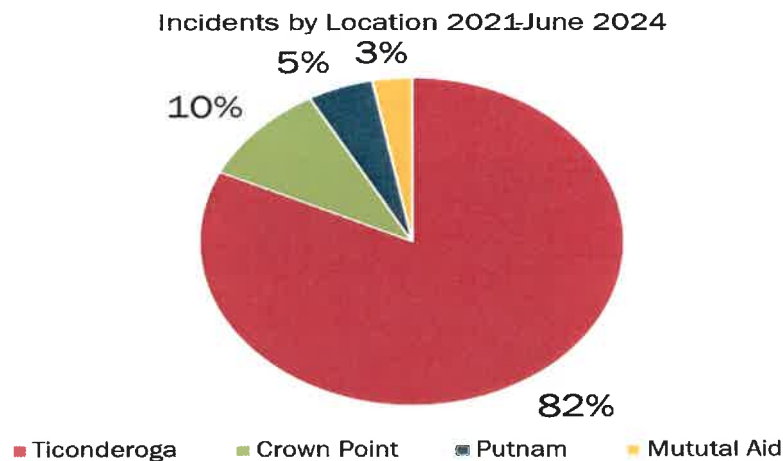
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## TiEMS Call Volume



## TiEMS Incidents by Location



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## TiEMS Finances

- **Expenses**
  - Payroll is the largest cost in the TiEMS budget – nearly 2/3rds of the agency’s expenses at \$300,000 in 2023. The salaries line increased 10% between 2023 and 2024.
  - Likely need to increase in 2025 as Essex County grant expires
  - The next highest expense categories are the mortgage for the base and billing service fees.
- **Income**
  - Patient (insurance) billing provides about 60% of income.
  - Municipal support (Towns of Ticonderoga, Putnam, Crown Point) provides about 25% of total income.
  - Donations bring in about 10% of income.

## TiEMS Multi-Year Finances

	2019	2020	2021	2022	2023 Adopted	2024 Adopted
Billing Income	122,490	188,070	307,957	228,218	225,000	300,000
Contributions / Grants	65,896	50,619	90,866	26,040	33,350	73,900
Municipal Funding			41,655	70,000	155,500	125,500
Other Income						
Investment Income	723	80	66	48		
<b>Total Income</b>	<b>189,109</b>	<b>238,769</b>	<b>440,544</b>	<b>324,306</b>	<b>413,850</b>	<b>499,400</b>
<b>Total Expenses</b>	<b>99,838</b>	<b>207,661</b>	<b>436,238</b>	<b>427,802</b>	<b>550,222</b>	<b>594,370</b>
<b>Surplus / Deficit</b>	<b>89,271</b>	<b>31,108</b>	<b>4,306</b>	<b>(103,496)</b>	<b>(136,372)</b>	<b>(94,970)</b>
<b>Total Cash / Investments</b>	<b>231,302</b>	<b>225,681</b>	<b>218,733</b>	<b>68,484</b>		

Source: 2019-2022 990 Forms and 2023 -24 adopted budgets provided by TiEMS

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## **Lamoille Ambulance Services**

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- Private, for-profit organization with an operating certificate in all of Essex County & City of Plattsburgh
- Currently provides interfacility transport, advance life support response and backup ambulance service
- Has 3 vehicles stationed in Ticonderoga, 1 crew 24/7:
  - Handles an average of 3 calls per day throughout Essex County; this includes a mix of interfacility and emergency dispatches.
  - Lamoille has been dispatched to 73 emergency incidents in Essex County From January 1 through May 2024.
- Employs 15 New York-based, FT and PT employees. Three are paramedics and two are advanced EMT-Critical Care.
- Lamoille does not have any primary 911 contracts in NY and receives all of its revenue from billing for services.

## **Proposed Ambulance District**

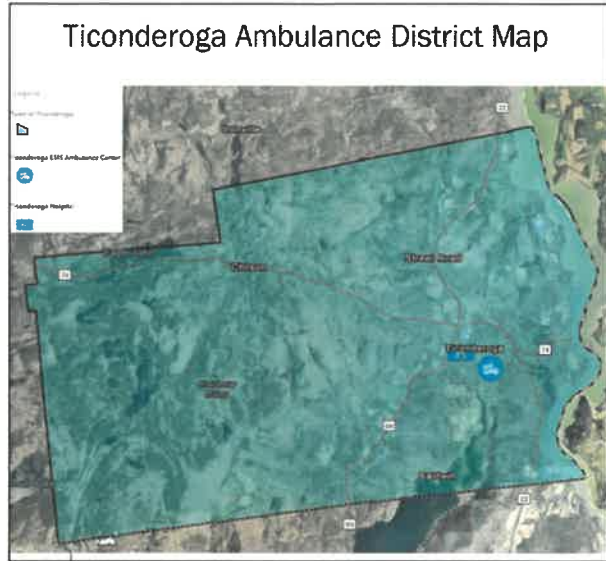
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- NYS Town Law Article 12-A Establishment of Improvement District, allows the Town Board of any Town to establish an improvement district, including an ambulance district, and to levy a dedicated property tax to support the specific district.
- The establishment of an Ambulance District will:
  - Permit the Town of Ticonderoga to assess a specific tax for the provision of ambulance service applied against all taxable properties in the town to supplement the funds needed to provide high-quality ambulance service 24/7, 365 days per year.
  - Continue to allow a fee-for-service charge for ambulance service to offset taxes and help keep local taxes under the NYS property tax cap.
  - Establish a separate line-item entry on district property owners' tax bills itemizing the exact amount of owners' local taxes utilized for supplementing the provision of emergency medical and ambulance services.
  - Create a steady, reliable, tax-based income stream that the Town can use to contract with an EMS organization to help meet community expectations of performance and lead to a long-term, mutually beneficial relationship between the Town and the identified EMS agency.

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## Proposed District Services & Map

Emergency medical and ambulance service, to provide pre-hospital emergency medical treatment and transportation of sick or injured persons found within the boundaries of the district (Town of Ticonderoga) to any nearby hospital or other emergency medical facility in accordance with accepted state and local Emergency Medical Service protocols, practices and regulations.



## Governance & Structure

- The Ticonderoga Town Board will govern the Ambulance District. This includes:
  - Contracting for service or purchasing items to support the service
  - Determining the amount of tax to be raised for the district
  - Ensuring that any ambulance service that is contracted with tax dollars operates efficiently and economically
- The Town will likely issue a Request for Proposals (RFP) from potential ambulance service providers and select the provider based on their criteria to provide the best overall service and value to the community.



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## Proposed Operating Budget for TiEMS

Proposed Budget		
Revenue	Amount	Explanation
Donations & Fundraising	\$ 50,000	Long term average of total fundraising
Town of Ticonderoga	TBD	
Town of Putnam	\$ 15,500	Agreement with town
Town of Crown Point	\$ 40,000	Agreement with town
Billings	\$ 365,000	650 transports at \$560 average revenue
<b>Total Anticipated Revenue</b>	<b>\$ 470,500</b>	
Expense	Amount	Explanation
Salaries and Benefits	\$594,000	18,000 hours of payroll and benefits at \$33 an hour for 2 employees 24/7
Payroll Fees	\$4,200	Based on 2024 TiEMS Budget
Mortgage	\$41,000	Based on 2024 TiEMS Budget
Billing Services	\$45,000	Based on 2024 Budget with growth
Insurance	\$30,000	Based on 2024 TiEMS Budget
Vehicle Loan	\$12,500	Based on 2024 TiEMS Budget
Gas and Oil	\$8,500	Based on 2024 TiEMS Budget
Ambulance Repairs	\$4,500	Based on 2024 TiEMS Budget
Building Expenses	\$15,840	Based on 2024 TiEMS Budget
Equipment and Supplies	\$36,700	Based on 2024 TiEMS Budget
Training and Personnel Related	\$3,800	Based on 2024 TiEMS Budget
Legal and Accounting	\$10,000	Based on 2024 TiEMS Budget
Other	\$11,600	Based on 2024 TiEMS Budget
<b>Total Operating Expenses</b>	<b>\$817,640</b>	
Capital Reserve Funding	\$50,000	20% of replacement cost of ambulance
<b>Total Annual Funding Need</b>	<b>\$867,640</b>	
<b>Gap to be met by ambulance district</b>		<b>\$397,140</b>



## Proposed Cost to a Typical Property

- Tentative 2025 Town of Ticonderoga Assessment Roll: \$747,605,466
- 3,232 taxable parcels
- Median taxable property value is \$120,000
- Median taxable residential parcel value is \$207,000
- Estimated cost to be expended by ambulance district tax funds in the first year of operations: \$400,000
- Projected tax rate is forecast to be \$0.54 per \$1,000.

Value of Property	Annual Cost
\$75,000	\$44
\$100,000	\$54
\$125,000	\$67
\$150,000	\$80
\$175,000	\$94
\$200,000	\$107
\$225,000	\$120
\$250,000	\$134





## **Ambulance District Adoption Process**

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- The process of forming a special improvement district includes several requirements identified in Town Law Section Article 12-A:
  - A Town Board resolution authorizing the preparation of a map, plan and report to enable the Town Board to consider the establishment of an ambulance district (completed).
  - The creation of a map, plan and report that enables the Town Board to consider the establishment of an ambulance district (the accompanying document).
  - A public hearing by the Town to present the plan for public information and discussion.
  - Town Board adoption of a resolution approving the map/plan/report and district formation *or* a public referendum to approve the district.
    - ∞Ticonderoga intends to issue a public referendum to approve the district

## **Closing**

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- EMS has had more changes in operations in last ten years than in the previous forty years
- Ticonderoga, like many communities, benefitted from the efforts of dedicated volunteers EMS providers and generous benefactors
- Recently, fewer volunteers, growing demand for service, increased costs and heightened service expectations have created the environment leading to communities needing to support the service through tax dollars

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Public Hearings

Community Development Block Grant application (\$300,000) Microenterprises

The Town of Ticonderoga will hold a public hearing on August 8, 2024, at 6:00 p.m. at the Ticonderoga Community Building Basement Conference Room at 132 Montcalm Street. This hearing is for the purpose of gathering public comments on the Town of Ticonderoga's community development needs, and to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications for the 2024 program year. The CDBG program is administered by the New York State Office of Community Renewal (OCR) and will make approximately \$15,000,000.00 (Fifteen Million) available to eligible local governments for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal aim of benefiting low/moderate income persons.

The Town of Ticonderoga is applying for \$300,000 in CDBG funds to foster the development or expansion of microenterprises by providing grants and entrepreneurial assistance. These activities are targeted at businesses with five (5) or fewer employees, including the owner(s), at the time of application, which may also meet HUD requirements if owned by a documented low to moderate income person. The proposed program includes the provision of financial assistance for inventory, procurement of machinery, furniture, fixtures, equipment, working capital, training, and technical assistance.

The hearing will provide additional information about the CDBG program, including progress towards beneficiary goals and program objectives, and will enable citizen participation in the development of any proposed grant applications and/or to provide technical assistance to develop alternate proposals. Comments on the CDBG program or proposed project(s) will be accepted at this time.

The hearing is conducted in compliance with Section 570.486, Subpart I of the CFR and the requirements of the Housing and Community Development Act of 1974, as amended. The location of the hearing is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, please contact Town Clerk, Tonya M. Thompson at 518-585-6677 at least three days prior to the hearing date to arrange necessary accommodations.

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Written comments may also be submitted to Town Clerk, Tonya M. Thompson at P O Box 471, 132 Montcalm Street, Ticonderoga, NY 12883 until Monday, August 12, 2024 by 4:00 p.m.

The Town of Ticonderoga may elect the Ticonderoga Revitalization Alliance and/or the North country Rural Development Coalition to administer all or a portion of the CDBG grant-funded activities as a “subrecipient.” Note that the Town remains the applicant and contractual entity for the purposes of the NYS CDBG program. A subrecipient relationship is governed by a subrecipient agreement, which can be found in Chapter 1 of the NYS Grant Administration Manual (GAM).

No Public Comment

Closed at 6:39 p.m.

**Resolution #359-2024** brought by Tom Thatcher, seconded by Joyce Cooper authorizing the submission of a Community Development Block Grant (CDBG) Microenterprise application by the North Country Rural Development Coalition for assistance in Ticonderoga. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

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

Resolution Number \_359\_ of 2024

Adopted : August 8, 2024

Introduced by Tom Thatcher  
who moved its adoption.  
Seconded by Joyce Cooper

**AUTHORIZATION TO SUBMIT CDBG MICROENTERPRISE GRANT APPLICATION**

**WHEREAS**, the Town of Ticonderoga is committed to offering resources, funding, and support services to foster a favorable environment for small businesses to operate, recognizing their role as catalysts for economic growth, job creation, community development, and innovation; and **WHEREAS**, the Town aims to support startup businesses and microenterprises, particularly those newly in operation, to promote entrepreneurship and economic resilience; and **WHEREAS**, the proposed microenterprise program seeks to benefit local business owners by providing financial assistance and resources necessary for growth, thereby creating jobs for low-to-moderate income (LMI) individuals; and **WHEREAS**, the North Country Rural Development Coalition (NRDC) and its affiliates, intends to apply for a Community Development Block Grant (CDBG) to establish a new microenterprise program as the Town’s grant administrator and subrecipient; and

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**WHEREAS**, businesses receiving assistance through this program will be required to provide at least 10% equity as matching funds, ensuring commitment and shared investment in their success;

**now, therefore, be it**

**RESOLVED**, that the Town Board hereby authorizes the submission of a 2024 Community Development Block Grant (CDBG) application requesting up to \$300,000 to fund the new microenterprise program, aimed at benefiting local business owners, creating LMI jobs, and supporting startup businesses newly in operation under the direction and supervision of the NRDC and its affiliates; and be it further

**RESOLVED**, that NRDC on behalf of the Town is hereby authorized to execute a CDBG Pre-Submission Certification Form, preliminary budget, and any other documents necessary to complete the application on behalf of the Town, subject to the Town Supervisor's approval as to form and content.

CDBG Vacant Property (Housing Blight) Grant Application

The Town of Ticonderoga will hold a public hearing on August 8, 2024, at 6:00 p.m. at the Ticonderoga Community Building Conference at 132 Montcalm Street, Ticonderoga for the purpose of hearing public comments on the Town of Ticonderoga's community development needs, and to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications for the 2024 program year. The CDBG program, administered by the New York State Office of Community Renewal (OCR), has made available approximately \$10 million for the 2024 program year for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefiting low/moderate-income persons. The Town of Ticonderoga is applying for \$1.5 million in CDBG funds to clear 2-4 vacant properties identified as sources of blight within the community. The hearing will provide further information about the CDBG program, including progress towards beneficiary goals and program objectives, and will allow for citizen participation in the development of any proposed grant applications and/or to provide technical assistance to develop alternate proposals. Comments on the CDBG program or proposed project(s) will be received at this time.

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The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

The location of the hearing is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, those individuals should contact Town Clerk, Tonya Thomson at 518-585-6677, at least three days in advance of the hearing date to allow for necessary arrangements. Written comments may also be submitted to Town Clerk Tonya Thompson at P O Box 471, 132 Montcalm Street, Ticonderoga, NY 12883 until Monday, August 12<sup>th</sup>, 2024, by 4:00 p.m.

No Public Comment

Closed at 6:41 p.m.

**Resolution #360-2024** brought by Heath Towne, seconded by Tom Thatcher authorizing the application of a CDBG Grant for Slum and Blight Clearance. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

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

Resolution Number 360 of 2024  
Adopted : August 8, 2024

Introduced by Heath Towne  
who moved its adoption.

Seconded by Tom Thatcher

**Authorization to Apply for CDBG Grant for Slum and Blight Clearance**

**WHEREAS**, the Town of Ticonderoga recognizes the importance of maintaining the aesthetic and structural integrity of our community; and

**WHEREAS**, the elimination of specific conditions of blight or deterioration on a spot basis is crucial for preventing the spread of these conditions to adjacent properties or areas; and

**WHEREAS**, to comply with the national objective of Elimination or Prevention of Slums or Blight on a Spot Basis (SBS), an activity must meet both of the following criteria:

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- The activity must be designed to eliminate specific conditions of blight, physical decay, or environmental contamination not located in a designated slum or blighted area, and
- The activity must be limited to clearance; and

**WHEREAS**, national objective compliance for the acquisition of real property must generally be based on the use of the property after the acquisition takes place, with the initial determination based on the planned use of the property and the final determination based on the actual end use; and

**WHEREAS**, when property is acquired for the purpose of clearance to remove specific conditions of blight or physical decay, the clearance is considered to be the actual use of the property, and any subsequent use made of the property following clearance must be considered a “change of use” under 24 CFR 570.505 and 24 CFR 570.489(j); and

**WHEREAS**, the Town of Ticonderoga intends to apply for up to \$2 million through the Community Development Block Grant (CDBG) to support the clearance of blight and slum properties; and

**WHEREAS**, an open call for properties and pre-application process will occur over the next four weeks, with properties designated as slum/blight spots if they meet the threshold by the next board meeting; and

**WHEREAS**, designated properties must not be redeveloped for at least five years; and

**WHEREAS**, the Essex County Land Bank has expressed interest in applying for funding to support the demolition of these properties;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Ticonderoga hereby declares the intention to designate properties as Slum/Blight Spots (SBS) to eliminate specific conditions of blight, physical decay, or environmental contamination to prevent the spread to adjacent properties or areas; and

**BE IT FURTHER RESOLVED**, that the Town of Ticonderoga names the Essex County Land Bank as its sub-recipient and gives it permission to apply for funding through the 2024 CDBG Vacant Property Clearance Program to support the demolition of the identified blighted properties; and

**BE IT FURTHER RESOLVED**, that Nicole Justice Green is hereby named the Fair Housing Officer for this project and will ensure compliance with all applicable Federal, state, and local regulations and statutes, including but not limited to:

- Efforts to Affirmatively Further Fair Housing
- Davis-Bacon Fair Labor Standards Act (40 USC 276a)
- Contract Work Hours and Safety Standards Act, as amended (40 USC 327-333)
- Copeland Anti-Kickback (18 USC 874)

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- Title VI of the Civil Rights Act of 1964 (42 USC 200(d))
- Title VIII of the Civil Rights Act of 1968 (42 USC 3601)
- Section 504 of the Rehabilitation Act of 1973, as amended (29 USC 792 and 3601)
- Section 3 of the Housing and Urban Development Act of 1968, as amended (12 USC 1701(u))
- Section 109 of the Housing and Urban Development Act of 1974, as amended (42 USC 5309)
- Age Discrimination Act of 1975, as amended (42 USC 6101)
- Architectural Barriers Act of 1968, as amended (42 USC 4151)
- Americans with Disabilities Act of 1991
- Equal Employment Opportunity (Executive Order 11246, September 24, 1965)
- Equal Opportunity in Housing (Executive Order 11063, as amended by Executive Order 12259)
- The Hatch Act (5 USC 1501 et seq.)
- The National Environmental Policy Act of 1969
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and amendments of 1987
- Title IV of the Lead-Based Poisoning Prevention Act (42 USC 4831)
- HUD Reform Act of 1989
- 24 CFR Parts 35, 58, 85, and 570
- Housing & Community Development Act of 1974, as amended
- 2 CFR 200, Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments
- Section 104(d) of the Housing and Urban Development Act of 1974, as amended (Anti-Displacement)

August 8, 2024

Joint Increase/Improvements of Sewer Districts – Water Meters Project

This is a continuation of a Public Hearing that was opened on July 25, 2024, and was tabled until this Town Board meeting. This Bond is for the Water Meter project funding. The Town is required to have water meters installed, we have talked about this in numerous meetings, this project is for the installation of water meters at a cost of \$3,200,000.00.



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No Public Comment.

Closed at 6:43 p.m.

**Resolution #361-2024** brought by Joyce Cooper, seconded by Dave Woods adopting a determination of significance regarding the proposed action to authorize the design, construction, undertaking and funding of proposed water meters project pursuant to NYS Environmental Quality Review Act (SEQRA) and further resolve that notice be published in the Environmental Notice Bulletin pursuant to SEQRA and that this resolution shall take effect immediately. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

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

Resolution No. 361 of 2024  
Adopted August 8, 2024

Introduced by Joyce Cooper  
who moved its adoption

Seconded by Dave Woods

**RESOLUTION ADOPTING DETERMINATION OF SIGNIFICANCE REGARDING THE  
PROPOSED ACTION TO AUTHORIZE THE DESIGN, CONSTRUCTION, UNDERTAKING,  
AND FUNDING OF PROPOSED WATER METERS PROJECT PURSUANT TO NEW YORK  
STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)**

**NEW YORK STATE ENVIRONMENTAL FACILITIES CORPORATION  
GREEN INFRASTRUCTURE GRANT PROGRAM (GIGP) APPLICATION NO. 2159, CLEAN  
WATER STATE REVOLVING FUND (CWSRF) NO. 5520-13-00, and SUCH OTHER  
FUNDING AS MAY BE DETERMINED**

**WHEREAS**, the Town of Ticonderoga (the “Town”) has undertaken preliminary engineering work for the installation of water meters for water and sewer users in the Town which is intended to help conserve water flow to the Town’s wastewater treatment facility, and also which meters are required for the Town’s water supply permit from the New York State Department of Environmental Conservation permit ID 5-1548-00264/00001 and identified as New York State Environmental Facilities Corporation (EFC) Green Infrastructure Grant Program Application No. 2159, and Clean Water State Revolving Fund (CWSRF) No. 5520-13-00 (the “Project”); and

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

**WHEREAS**, the Project is an action under the New York State Environmental Quality Review Act (SEQRA), requiring review thereunder by the Town Board of the Town; and

**WHEREAS**, the action is an unlisted action under SEQRA but in accordance with regulations of the EFC, shall be treated as a Type 1 action requiring coordinated review; and

**WHEREAS**, part 1 of a full environmental assessment form has been prepared and provided to the Town Board and circulated amongst involved agencies; and

**WHEREAS**, the Town Board evidenced its intent to act as lead agency, which intent was not contested by any other involved agency; and

**WHEREAS**, the Town Board received responses from the NYS Department of Environmental Conservation, NYS Adirondack Park Agency, NYS Office of Parks, Recreation and Historic Preservation; and

**WHEREAS**, the Town Board, having reviewed parts 1, 2 and 3 of the environmental assessment form and is prepared to render a determination of significance thereon.

**NOW, THEREFORE BE IT**

**RESOLVED**, the Town Board having reviewed parts 1, 2 and 3 of the environmental assessment form included with this resolution, answered the questions thereon, and having taken a hard look at potential environmental impacts, hereby finds and declares that the proposed water meter project does not have the potential for one or more adverse environmental impacts, and hereby adopts a negative declaration in accordance with SEQRA; and be it further

**RESOLVED**, that notice be published in the Environmental Notice Bulletin pursuant to SEQRA; and be it further

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

**Resolution #362-2024** brought by Tom Thatcher, seconded by Joyce Cooper to acknowledge a Public Interest for this Order regarding the Serial Bonds of the Town of Ticonderoga Joint Increase and Improvement of the facilities of sewer districts #2 – 9, 11 & 12 for water meters. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #362-2024

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In the Matter of the Proposed Joint Increase and Improvement of the Facilities of Sewer Districts Nos. 2 through 9, 11 and 12 in the Town of Ticonderoga, Essex County, New York	PUBLIC INTEREST ORDER
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WHEREAS, the Town Board of the Town of Ticonderoga, Essex County, New York, has duly caused to be prepared a map, plan and report including an estimate of cost, pursuant to Section 202-b of the Town Law, relating to the proposed joint increase and improvement of the facilities of Sewer Districts Nos. 2 through 9, 11 and 12 (together, the “Districts; each a “Sewer District” or “District”), in the Town of Ticonderoga, Essex County, New York, consisting of the installation of water meters, including original furnishings, equipment, machinery, apparatus, appurtenances and incidental improvements and expenses in connection therewith, and

WHEREAS, at a meeting of said Town Board duly called and held on July 25, 2024, an Order was duly adopted by it and entered in the minutes specifying said Town Board would hold a public hearing on August 8, 2024 at 6:00 P.M. to consider the proposed joint improvement of the facilities of Sewer District Nos. 2-9, 11 and 12 in said Town, with the cost allocable to each District based upon an equation as hereinafter described, and to hear all persons interested in the subject thereof concerning the same at the Town Hall, in Ticonderoga, New York, in said Town; and

WHEREAS, it is anticipated at this time that the apportionment of such cost between the following Districts shall be based on an equation, the numerator of which shall be the equivalent dwelling units (“EDUs”) for the particular district and the denominator of which shall be the total EDUs for all of the following Districts with the current EDUs, subject to change in the future, as follows: Sewer District No. 2 (Park Avenue) (79.50 EDUs), Sewer District No. 3 (Alexandria Avenue) (54.00 EDUs), Sewer District No. 4 (Homelands) (28.20 EDUs), Sewer District No. 5

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(Village) (1464.01 EDUs), Sewer District No. 6 (Commerce Park) (110.20 EDUs), Sewer District No. 7 (Delano Point) (27.10 EDUs), Sewer District No. 8 (Baldwin Road) (41.50 EDUs), Sewer District No. 9 (Black Point Road/Outside) (245.45 EDUs), Sewer District No. 11 (Routes 9N and 74) (36.25 EDUs), and Sewer District No. 12 (Hague Road) (14.40 EDUs) and

WHEREAS, notice of said public hearing was duly published and posted as required by law; and

WHEREAS, a public hearing will be duly held at the time and place set forth in said notice, at which all persons desiring to be heard will be duly heard; and

WHEREAS, said capital project has been determined to be a Type I Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, which, it has been determined, the implementation of such capital project, as proposed, will not result in any significant environmental impacts; NOW, THEREFORE, BE IT

ORDERED, by the Town Board of the Town of Ticonderoga, Essex County, New York, as follows:

Section 1. It is hereby found and determined that it is in the public interest to make the joint increase and improvement of the facilities of Sewer Districts Nos. 2 through 9, 11 and 12, in the Town of Ticonderoga, Essex County, New York, consisting of the installation of water meters, including original furnishings, equipment, machinery, apparatus, appurtenances and incidental improvements and expenses in connection therewith, at a maximum estimated cost of \$3,200,000, allocated amongst said Sewer Districts as described at said public hearing and as hereinabove provided.

Section 2. This Order shall take effect immediately.

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**Resolution #363-2024** brought by Dave Woods, seconded by Heath Towne authorizing the issuance of \$3,200,000.00 serial bonds of the Town of Ticonderoga, Essex County, New York, to pay the cost of the Joint Increase and Improvement of the facilities of sewer districts no 2-9, 11 and 12, in the Town of Ticonderoga. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

**BOND RESOLUTION #363-2024**

At a regular meeting of the Town Board of the Town of Ticonderoga, Essex County, New York, held at the Town Hall, in Ticonderoga, New York, in said Town, on August 8, 2024, at 6:00 o'clock P.M., Prevailing Time.

The meeting was called to order by Mark Wright, Supervisor, and upon roll being called, the following were

PRESENT: Mark A. Wright, Supervisor Dave Woods, Councilman, Joyce Cooper, Councilwoman, Tom Thatcher, Councilman, Heath Towne, Councilman

The following resolution was offered by Councilman Dave Woods who moved its adoption, seconded by Councilman Heath Towne to-wit:

**BOND RESOLUTION #363-2024 DATED AUGUST 8, 2024.**

**A RESOLUTION AUTHORIZING THE ISSUANCE OF \$3,200,000 SERIAL BONDS OF THE TOWN OF TICONDEROGA, ESSEX COUNTY, NEW YORK, TO PAY THE COST OF THE JOINT INCREASE AND IMPROVEMENT OF THE FACILITIES OF SEWER DISTRICTS NOS. 2 THROUGH 9, 11 AND 12, IN THE TOWN OF TICONDEROGA, ESSEX COUNTY, NEW YORK.**

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WHEREAS, the capital project hereinafter described, as proposed, has been determined to be a Type I Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, which, it has been determined, the implementation of such capital project, as proposed, will not result in any significant environmental impacts; and

WHEREAS, pursuant to the provisions heretofore duly had and taken in accordance with the provisions of Section 202-b of the Town Law, and more particularly an Order dated the date hereof, said Town Board has determined it to be in the public interest to jointly improve the facilities of Sewer Districts Nos. 2 through 9, 11 and 12, in the Town of Ticonderoga, Essex County, New York, at a maximum estimated cost of \$3,200,000;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Ticonderoga, Essex County, New York, as follows:

Section 1. The joint increase and improvement of Sewer Districts Nos. 2 through 9, 11 and 12, in the Town of Ticonderoga, Essex County, New York, consisting of the installation of water meters, including original furnishings, equipment, machinery, apparatus, appurtenances and incidental improvements and expenses in connection therewith, is hereby authorized at a maximum estimated cost of \$3,200,000, said cost to be allocated amongst said Sewer Districts as described in the Public Interest Order of even date herewith. Said water meters are required for wastewater treatment purposes.

Section 2. It is hereby determined that the plan for the financing of such specific object or purpose is by the issuance of \$3,200,000 serial bonds hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is forty years pursuant to subdivision 4 of paragraph a of

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Section 11.00 of the Local Finance Law, calculated from the date of the first bond anticipation note issued therefor. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will exceed five years.

Section 4. The faith and credit of said Town of Ticonderoga, Essex County, New York, are hereby irrevocably pledged to the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. To the extent not paid from monies raised from said joint Sewer Districts by assessments upon the properties therein benefitted thereby and as otherwise provided by law, there shall annually be levied on all the taxable real property of said Town, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of such notes, is hereby delegated to the Supervisor, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Supervisor, consistent with the provisions of the Local Finance Law.

Section 6. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the Supervisor, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of said Town, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, the Supervisor shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The



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receipt of the Town shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 7. Such bonds shall be in fully registered form and shall be signed in the name of the Town of Ticonderoga, Essex County, New York, by the manual or facsimile signature of the Supervisor and a facsimile of its corporate seal shall be imprinted or impressed thereon and may be attested by the manual or facsimile signature of the Town Clerk.

Section 8. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the Town by the facsimile signature of its Supervisor, providing for the manual countersignature of a fiscal agent or of a designated official of the Town), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the Supervisor.

Section 9. The Supervisor is hereby further authorized, at the Supervisor's sole discretion, to execute a project financing and loan agreement, and any other agreements with the New York State Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the specific object or purpose described in Section 1 hereof, or a portion thereof, by a serial bond issue of said Town in the event of the sale of same to the New York State Environmental Facilities Corporation.

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Section 10. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the Supervisor. Such notes shall be of such terms, form and contents as may be prescribed by said Supervisor consistent with the provisions of the Local Finance Law.

Section 11. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 13. This resolution, which takes effect immediately, shall be published in full or summary form in the official newspaper, together with a notice of the Town Clerk in substantially the form provided in Section 81 of the Local Finance Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

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\_\_\_\_\_ Mark A. Wright \_\_\_\_\_ VOTING \_\_\_AYE\_\_\_\_\_

\_\_\_\_\_ Joyce Cooper \_\_\_\_\_ VOTING \_\_\_AYE\_\_\_\_\_

\_\_\_\_\_ Dave Woods \_\_\_\_\_ VOTING \_\_\_AYE\_\_\_\_\_

\_\_\_\_\_ Tom Thatcher \_\_\_\_\_ VOTING \_\_\_AYE\_\_\_\_\_

\_\_\_\_\_ Heath Towne \_\_\_\_\_ VOTING \_\_\_AYE\_\_\_\_\_

The resolution was thereupon declared duly adopted.

Regan Project – Chilson Properties LLC – Old Firemen’s Field

We have received a few letters on this and Jamie Easton is here with a discussion to held. He explained that his understanding of this process is there is a proposal for this project. We have coordinated with the water and sewer department (Derrick) and AES (Jennifer) in regard to how to get what that mitigation is going to be based upon the projected sewer usage or generation of the proposed project. That is what the two letters outlined, one was what we were going to do and the second was to have as much specifics as possible for the Planning Board to consider this action and to define it. We don’t have everything done and that is because we don’t believe that AES has all the answers. The proposed improvement area is right down the street and take the storm water and separate it. The long term process happens over many years. It is a long process to take storm water out of the sewer, but you have to have a plan for the future. In regards to the specific manner of this, his understanding is that the Planning Board is looking for a recommendation that the proposal that is outlined in the letter is ok/satisfactory by this board before they take up this action at the next Planning Board meeting and then after that point, they will send out the 30 day window for a conditional SEQR determination, all the involved agencies will have 30 days to review and then we will be back maybe sometime in October/November, he would envision that a determination or Site Plan Approval would be issued around that time. This is his understanding, if he is incorrect in any way; he would love to be corrected.

Mr. Fuller stated that they are looking for the concept of a sewer offset and if that concept is acceptable to the Town Board. The Planning and Zoning Board does not have the authority to approve sewer mitigation. Especially, in regard to a sewer district extension, only the Town Board can do that so it creates a little bit of a regulatory conundrum for the applicant who wants to advance their project but also wants to avoid a positive declaration under SEQR which would require an environmental impact statement and which would evaluate the Town’s sewer system and then come up with a concrete fix to their problem. If they were in a district, this would be a different discussion, but they are not. Mr. Fuller would like Mr. Easton to make the attorney

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aware that there is no talk about the sewer district in here and she can mention that this is what the project is asking to do as well. It seems to be focused on the Planning board, but this needs to be discussed as well. It isn't anything that binds the Town board because ultimately, they need a sewer district extension, so from a SEQR standpoint the Town board will be building on the Planning Board's ultimate findings. So, they are going in the right direction and this is the way to get to point B from Point A is to ask for a conditional negative declaration under SEQR. It takes about a 60 day time frame to get this done, it is a two meeting process. It does not take a resolution of the board or anything it is a consensus discussion of yes, in concept, mitigating storm water is acceptable.

Supervisor Wright stated that we can make a recommendation that we are comfortable with that and they can go forward to the Planning and Zoning Board.

Mr. Fuller stated, yes, and we can discuss this at the Public Works Committee meeting but you would want some kind of recommendation from them when whatever the plan is comes to fruition.

The board agrees and is comfortable with the CSO plan moving forward and letting the PZB take the next steps.

Mr. Fuller explained that the Planning and Zoning Board will take the letter that was filed today will get back to the board at the September meeting and his suspicion is that it will kick that process forward. He will not be at that meeting but will have a conversation with Doug McTyier and Tonya ahead of time.

Report of Committees

Airport – Tom Thatcher, Councilman

**TICONDEROGA AIRPORT 4B6**

6 August 2024

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

Present, Alan Densmore, Mark Wright, Tom Thatcher, Bryan Duros, Ash Alexander, Bob Salls and Jon Hanna

Guest: Matt Miffen and Zack Hale from Passero, Carl Bangert.

Jon reported fuel sales of 5018 gallons for last month.

A report on the tree removal and what to expect.

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The fence can't be removed until a wet land problem is resolved.

Wood will be removed from the fill area.

WE have a "clean slate" for the new hanger to advance at this time. Current power lines that may have to be relocated prior to regrading.

Passero had a meeting with National Grid today for the vault relocation.

Meeting adjourned at 0913.

Next monthly meeting will be 0830, Tuesday, 3 September, at the town hall.

Submitted by Jon Hanna

The Committee agreed to move forward with submitting an application regarding wetlands. They also agreed to move forward with a proposed lease agreement for an additional hanger.

Building and Grounds – Dave Woods, Councilman

Repairs at the library for a backed up sewer issue.

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

Joyce Cooper, Councilwoman

**Parks and Recreation Committee Meeting Minutes**

**July 16, 2024**

Committee members present were Jerry Cooper, Bill Dolback, Nicole Green (representing PRIDE), Nancy Kelley, Tonya Thompson, Dave Woods, and Joyce Cooper.

Also present in the audience were Board Member Tom Thatcher, Supervisor Mark Wright, and Dan Woods.

**Public Comment:**

Dan Woods attended as President of Little League. He informed the committee that an adult softball tournament used the Little League Field/Field 1 for a fund raiser. The League's pitcher's mound, which cost around \$5600, was removed improperly for the tournament and damaged. At the tournament's end, it was not replaced but left standing against the fence. The tournament organization was required to have insurance to use this town facility, and perhaps their policy would pay for repair or replacement of this mound. The committee decided that the language of the Use of Facilities needs to be amended with the addition of a section regarding the use of Field 1 and equipment purchased by Little League funds.

**Batting Cages**

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Dan Woods also informed the committee that with further research the Little League Board has discovered less money than has been granted through a town special fund would be required for a new batting cage planned for Little League and other organization use. As a result, the batting cage at Field 2 which is used by girls' softball will also be improved. Dan also hopes the Field 1 cage can be installed on turf over blacktop. Three quotes will be needed for a cage placed on town property. Estimated cost is \$10,000 to \$12,000.

**Field 4**

Mr. Woods also said that he hopes 2 dugouts can be built on this field when fill is completed and before fencing is installed. Fence gates will also be needed. Little League is expected to supply funds and labor for the construction of the dugouts. Dave Woods stated that the required fill is almost completed. It will need rolling and be topped with clay and topsoil. The field can then be seeded in late fall and used in 2025.

**Dugouts:** Repairs are needed for dugouts at all the present 3 fields. A list of

needed repairs will be appreciated. Then the Groundskeeping Crew can do the work before or after mowing season.

**Handicapped Playground:**

The committee discussed the possibility of creating a new handicapped playground in Bicentennial Park or adding handicapped options in the present playground. Chairwoman Cooper noted options for funding these handicapped improvements include a Kiwanis Foundation Grant, grants applied for by Ticonderoga Montcalm Street partnership, as well as grants applied for by PRIDE.

**Black Point Beach:**

The shoreline needs to be raked daily. Wind and wave action at the beach leave a lot of debris, often including dead fish. An area east of the parking lot is the designated spot to deposit the debris for pickup by the Groundskeeping Crew.

The Department of Health made a site visit and noted several violations including procedures by the lifeguards. Improvements have been suggested by the DOH, Rec Supervisor James Chauncy, and Youth Commission Member Tonya Thompson to prevent further violations in the future.

Two lifeguards have been commended for their rescue of a swimmer in distress recently. This incident illustrates the importance of initial and continued lifeguard training.

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The committee talked about the importance of swimming lessons for children. It is a goal of Chairwoman Cooper to bring these lessons back. Instructors and procedures need to be worked out by the town.

**Future Purchases:**

Some Town picnic tables are deteriorating and should be replaced. The town's Groundskeeper has suggested 2 for next year. Although the committee has usually purchased tables through Mountain Lake Services, Nicole Green suggested it would be more cost effective to purchase tables constructed with materials which do not require annual maintenance. Chairwoman Cooper will investigate potential purchases and the sites on which to place these more permanent tables. 2024 or 2025 funds can be used for these purchases

**Other Items:**

The Community Building needs improvements such as exterior cleaning and new windows. Because the building is on the National Historic Registry and funding is limited for such municipal projects, grants are hard to find.

The status of the grant for ice rink improvements is not clear currently. A chiller for the rink will be purchased and installed with this grant.

Nicole Green suggested a blacktop pad would improve use of the beach basketball hoop. The ground below the hoop is uneven and presents a safety issue. Chairwoman Cooper noted this improvement could be done when the handicapped-access path is installed at the beach.

**Illegal Fireworks:**

Joyce Cooper noted that she observed 2 lengthy illegal fireworks displays taking place during the spectacular display put on by the Best 4th in the North. One appeared to be near the Bypass between both ends of Burgoyne Rd. and has been taking place for the past few years. The other was right behind the businesses on the north side of Montcalm St near the location of last year's fire which was caused by illegal fireworks. Town law prohibits such unpermitted fireworks, and violators should be ticketed or arrested. All area police agencies are busy with crowd and traffic control on the 4<sup>th</sup>. A solution to end these illegal and dangerous displays needs to be in place for the 2025 celebration.

**Upcoming Events:**

Committee member Bill Dolback announced 2 special events taking place this summer: the 125th anniversary of the dedication of the Joseph Cook Monument in Artillery Park will take



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place at 1 pm on July 31<sup>st</sup>. This monument honors important people in the early history of Ticonderoga.

The 100<sup>th</sup> Anniversary of the Dedication of the Liberty Monument will take place at 1 pm on August 16<sup>th</sup>. This ceremony will be held on the Hancock House lawn and will feature dignitaries and the Fort Ticonderoga Fife and Drum Corps.

Next committee meeting will be held on Tuesday, August 20<sup>th</sup>.

Economic Development – Mark Wright, Supervisor

**Town of Ticonderoga  
Economic Development Committee (EDC) Minutes (07/17/2024)**

**Attendees:** Mark A. Wright (Chair); Heath Towne (Vice-Chair), John Bartlett (TMSP); Nicole Justice Green (NRDC); Donna Wotton (TRA); Matt Courtright (TACC).

**Excused:** Beth Hill (Fort Ticonderoga Association).

**Guests:** Carol Calabrese.

Mark Wright opened the meeting (1500).

**Town Updates**

- **DRI.** Mark Wright provided a short update on DRI status. Other than a May meeting with NYS DOS, there have been no updates on projects other than 108 Montcalm. Wright asked Nicole Justice Green to provide the latest information on this. Nicole stated the emergency roof replacement was approved by Steve Hunt at ESD. NRDC is working to obtain a bridge load and signage compliant with NYS DRI standards, will soon appear on the building. The goal is to get this sign up before Streetfest.
- **Comprehensive Plan.** The Town has received the NYS forms for the comprehensive plan. At some point, the EDC will form a task force to work with the eventual contractor (chosen later). Donna Wotton hoped the public will have an opportunity to provide input.
- **Public Art.** Wright discussed the Public Art project. Now that this is not a municipal DRI project (having not been moved forward), whatever community group or organization who wants to push this project forward should reestablish a new working

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group as the DRI group should be considered as disbanded. Donna Wotton mentioned how this would coordinate into the comprehensive plan and Wright agreed.

- **Regan Project.** Wright stated that the project now has a new counsel assigned to deal with planning & zoning issues. That attorney has coordinated with the Town Attorney.

**Miscellaneous**

- **TRA Childcare.** St. Mary's Child Care. Open House on 8/2 from 2pm – 4pm. Program requires one (1) lead position and two (2) assistant leaders.
- **NRDC Building Status.** Construction on the NRDC (formerly PRIDE) building has begun and staff should be back in the building sometime around the October timeframe.
- **Small Projects Fund.** The group discussed in response to a question regarding the existence of a list of projects. Although there is no list, per se, groups like TACC and NRDC did meet with potentially qualifying businesses. NYS will determine priorities when they evaluate applicants. This will be like a mini-DRI process. This will entail a 25% match by participating entities and each project will probably be limited to no more than \$100K. There was a discussion of NYS guidelines that will govern which projects are chosen. Donna Wotton hoped that there would be some part of the Streetscape project use for artistic projects (artistic bike racks, etc.). Matt Courtright stated they will contact those interested in this fund and kept in touch with them.
- **Microgrants.** Some organizations have been asked when the next opportunities will occur. Matt Courtright mentioned the agriculture microenterprise program.
- **ANCA meeting.** Fort Ticonderoga on 7/26.
- **TACC.** Matt Courtright stated the 250<sup>th</sup> Anniversary of the Revolution website is now on the TACC site. Events will be populated here. Farmer's Market week #2 "Family Fun Day" is this Saturday.
- **Holiday Train.** Wright mentioned this has made no progress and probably cannot be coordinated with CPKC Railroad to make the 2024 season. TACC will look into coordinating with Ticonderoga Central School after Streetfest.
- **Lodging.** Heath Towne reported the Shatner event and fishing tournaments were successful for local lodging. He stated NYS Section 8 applications are currently frozen for 6-12 months.
- **Upcoming Events.** Wright mentioned the 125<sup>th</sup> anniversary for Cook Boulder and the 100<sup>th</sup> anniversary of the Liberty Monument.

**ACTION ITEMS:** none.

Meeting adjourned: 1550.

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

Highway/Transfer Station – Dave Woods, Councilman

No meeting.

**Resolution #364-2024** brought by Dave Woods, seconded by Tom Thatcher to rescind the offer of employment made to Joseph Cutting per Resolution #352-2024, of 7/25/2024, due to failure to accept the offer. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

**Resolution #365-2024** brought by Tom Thatcher, seconded by Dave Woods to rescind Resolution #'s 297-2024 and #298-2024 from the June 13, 2024, Town Board meeting, authorizing the purchase of and the creation of a purchase order for one “single truss arch storage shelter” for the Highway Department from Chery International. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

**Resolution #366-2024** brought by Tom Thatcher, seconded by Heath Towne authorizing the purchase of two 20’ steel storage containers for the Highway Department, from Abanaki Containers. Total price will be \$8,100.00, including delivery charge. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

**Resolution #367-2024** brought by Dave Woods, seconded by Joyce Cooper authorizing the creation of a purchase order in the amount of \$8,100.00, to Abanaki Containers for the purchase of two 20’ steel storage containers, for the Highway Department. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

**Resolution #368-2024** brought by Dave Woods, seconded by Joyce Cooper to accept the resignation of Caleb Winters from the Wastewater Treatment Plant effective August 22, 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

Municipal Facility Evaluation – Tom Thatcher, Councilman

Councilman Thatcher and Supervisor Wright walked through the old Hudson Headwaters building on Racetrack Road. It is in decent shape, needing some painting, roof has some issues, normal wear and tear. The Police area downstairs, the biggest part of the work is in the entrance area, 75% can be used right now. They have left all the communications lines and software so that all needs to be ripped out. The Chief has started conversations with the radio and phone

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communication system. There is a tree that needs to be removed and the plan is to remove all the shrubs around the outside of the building next to the foundation.

Public Safety – Dave Woods, Councilman

**Public Safety Meeting**

July 30, 2024

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

The following committee members were present: Joyce Cooper, Adam Hurlburt, Dave Woods, Ross Kelley, Dave Burrows, Laura Wright and Rhiannon Peters.

Public: Tom Thatcher and Mark Wright

Police Department: Chief Hurlburt went over the monthly report (See attachment). Chief Hurlburt discussed ongoing problems with town cameras that are placed around town. Internet speed increased, and the monitoring of the cameras will continue for the next 30 days to see if connectivity improves.

Codes Department: Rhiannon Peters went over the codes monthly report (See attachment). Rhiannon Peters discussed procedures for serving appearance tickets for the Codes department.

Dave Burrows discussed 64 The Portage. Recently had the door broken down. Resecured and he is in contact with a maintenance company that represents the owners (presumed to be the bank – bank has now taken ownership of the building).

Joyce Cooper asked the Codes department about the building behind 79 Montcalm Street. Codes is working with the owner on inspections for his improvements. Joyce also stated there seems to be a large number of electric scooters going up and down

Amherst Avenue and the kids are not wearing helmets. Chief Hurlburt stated there are no current laws regulating helmets with electric scooters.

Chief Hurlburt stated that Stewart's Shops has donated free ice cream cones to hand out to kids exercising safe biking/scooter habits.

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There was some discussion about the traffic outside the Wind Chill, including the recent car accident at that location.

Councilman Woods adjourned the meeting at 8:37am.  
The next Public Safety meeting is August 27, 2024, at 8:00am

The following is a summary of the activities of the Ticonderoga Police Department from June 25, 2024, to July 29, 2024.

<u>Patrol Statistics</u>	<u>Monthly</u>	<u>YTD</u>
Approx. Calls to Service:	269	2092
Incident reports:	33	215
Arrests:	27	196
Uniform traffic tickets:	83	517
DWI arrests:	3	14
Accidents investigated:	12	61

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

<u>Building Inspection:</u>	<u>(June-July)</u>	<u>YTD</u>
Building Permits Issued:	14	280
Safety Inspections:	0	46
Pass/Fail:	0/0	41/2

**Permit & Inspection Notes:**

- 2- Alterations/Repairs Permit → John St & Montcalm St
- 1- Solar Permit (Residential) → Harris Point Way
- 1- Demolition/Clean-up Permits → Racetrack Rd
- 1- Sign Replacement Permit (McDonalds) → Wicker St
- 3- Re-Roofing Permit → Montcalm St, Lake George Ave & Defiance St
- 1- Demolition Permit (Shed) → Rock St
- 1- Septic Permit → NYS Route 22

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- 1- Residential Addition→ Third Ave
- 3- Permit Renewals→ Wicker St, Cottage Rd & NYS Route 74.

**Code Violation Notices:**

	(June-July)	YTD
Order to Remedy:	1	52
Remediated:	1	34
Clean-Up Contractor:	0	5
NYS DFS	0	0
Condemned:	0	0
Do Not Occupy:	0	2
Appearance Tickets:	0	3

**Code Violation Notes:**

- OTR Violation sent for an Occupied Camper→ Water St

**Miscellaneous:**

	(June-July)	YTD
*Complaints:	1	66
Resolved:	1	16

**Misc. Complaint Notes:**

- Occupied Camper Complaint→ Owner contacted office and it will no longer be an issue.

**Trainings:**

- Incident Command for Code Officials
- SED'S Manual of Planning & Standards
- Overview of 19 NYCRR Part 1203
- Energy Code for Existing Residential Buildings

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**Safety & Resource Grants (YTD) :**

N/A

**Noteworthy Highlights / Achievements:**

- 56 Racetrack Rd: Demolition Debris have been cleaned up after Months of waiting.
- Sargent Belden informed our office that 64 The Portage was broken into the evening of the 22. Dave inspected the property and the door had been kicked.

We need to discuss a better process getting appearance tickets served, Local PD would prefer not too!

**Resolution #369-2024** brought by Mark Wright, seconded by Joyce Cooper to offer employment to Thomas Hurley as Dog Control Officer, part-time, no benefits at the rate of \$8,889.00/year, prorated for the remainder of the current year. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Public Works – Mark Wright, Supervisor

**Town of Ticonderoga  
Public Works Committee Meeting Minutes  
July 30, 2024  
10:00 am**

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

**Committee Members Absent:** None

**Others:** Jennifer Weeks (AES-Architecture, Engineering, & Land Surveying), Kalyani Mer (AES), Anna Reynolds (Essex County), Vanessa Garrow (Essex County), Gil Allen, John Blanchard, Charlene Wells, John Maday

**Pledge to the Flag**



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**Public Comment:** John Blanchard is asking for an update on the Chilson/Eagle Lake water project. The timeline for Gooseneck disconnect is June of 2025. Mark stated that the timeline was interrupted by the lawsuit and has put everything behind. Matt has drafted a suggested updated timeline and submitted it to the EPA, he is still waiting to hear back from them. Mr. Blanchard is also wondering if test wells are still going to be drilled. Yes, Matt said an engineering update on cost was received a few weeks ago. Once the timeline is received everything will start getting scheduled.

Gil Allen, a resident of Coates Point, is here to represent residents of Coates Point and Hearts Bay. He would like to ask about joining the water and sewer districts. Would all residents have to hook onto the line. All residents would be required to pay towards the debt and at least a vacant lot fee, even if not connected, due to the service being available to them. Mr. Allen asked if the grants the County is offering for septic replacement could be used towards hooking into the Towns sewer system, Anna (Essex County) stated that is for septic replacement only. Mr. Allen asked what the next step would be to get things rolling. He/they would need to consult an attorney and engineer familiar with district formation. There is a petition process and an MPR will need to be provided as well. It was suggested maybe partner up with the residents of Sagamore/Snapping Turtle Way, as they are looking to do the same.

Charlene Wells from Hometown Sewer Service would like to apologize for the late payment on their account, it was an oversight on her part. She now knows if a bill is not received in the mail she can call or email Sherry to ask for the total amount owed. Derrick said the subject was put on the agenda because he would like to change the payment period on the bills. Right now, if a bill hasn't been paid in 60 days the hauler will lose use of the facility. He would like that changed to 30 days. Sherry will send Mark a resolution for the Town Board meeting to get that changed. She will also send Matt the Hauler application/contract to go over and make any changes.

**Items for Discussion:**

13 Abercrombie Street (Marc Yaw)

- a. The property was increased to 2 EDU water and 2 EDU sewer for the 1<sup>st</sup> quarter of this year. The property owner states there is no 2<sup>nd</sup> residence on the property. There was another building, but the structure was to be changed to a shed on the property description in 2018 by the assessor. It was never completed. Sherry spoke with Letitia, and she found in the file where it was to be changed back in 2018. She has it corrected for the 2025 Tax Roll now.

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- b. Can the property be changed back to 1 EDU water and 1 EDU sewer as this was a clerical error on the Town's part.
- c. Matt said it can be reduced if the assessor made an adjustment on the current tax roll. If it's only changed for next year, the billing adjustment will have to wait until July of next year.
  - i. Sherry will check with Letitia and bring it back to the August meeting.

**133 Montcalm Street (Joseph Bodette)**

- a. Mr. Bodette is looking for a reduction in his water & sewer bill as the restaurant on the 1<sup>st</sup> floor has closed. He still has the apartment on the 2<sup>nd</sup> floor.
- b. The building is listed as commercial on the tax roll, so even if vacant it would be charged 2 EDU water and 2 EDU for the empty space and 1 EDU water & sewer for the apartment.
  - i. Request for reduction was denied, due to the building being a commercial status. Sherry will send a letter to Mr. Bodette.

**Essex County Land Bank**

- a. The Town has received a letter requesting all water and sewer charges be removed from the properties they own. As they are tax exempt.
- b. Per Matt, the Land Bank is the only group in NYS that is exempt from water and sewer district fees. This will have to be discussed at the Town Board meeting.
- c. Sherry will check to see if there were any balances on the accounts before they took possession of the properties.

**Homelands Sewer**

- a. A pump was replaced. Nothing further at this time.

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**Superintendent's Report**

Black Point Road Lot - Mr. Robbins is looking to build on this lot; however, it was removed from our billing system back in 2017 because it was deemed an unbuildable lot. He has since gotten an approval from APA deeming his lot as buildable. He filed paperwork with the Codes office to begin building. The Town has the right to "back charge" for the time the lot was claimed to be unbuildable. Sherry will get a total together and give it to Mark for Town Board discussion.

War Cannon has submitted paperwork to move forward with the distillery they want to have at Commerce Park. Derrick would like them to set up an escrow to have AES look over the plans. Matt will work up something for him.

Derrick received a Dig Safe for a property on Black Point Road. He went to check it out and it is located in Putnam which is hooked to the Town Sewer system. The property already has a home on it, this will be for a 2<sup>nd</sup> home on the property. No notices have come to the Town yet about an additional hook-up.

Another Dig Safe was received, but there is no water line there to mark. There may have to be a tap installed as the property is for sale.

**Chief Wastewater Operator's Report**

A lot of their time has been spent at pumps stations lately. New pump in Homelands (2 replaced now), a new pump in Delano Point. There are some gaskets to replace. Might want to change some pumps on Racetrack in the near future.

Electrical issues on Black Point Road, but it's on National Grid's side. They are working on it. A couple projects at the Filter Plant. A concrete lid will be replaced with aluminum grading, and a loading dock needs to be installed.

**Town Supervisor Discussions**

Mark is asking for no trespassing signs to be posted at the Filter Plant.

Alexandria Bridge is scheduled for closure starting August 5<sup>th</sup> to approximately November 11<sup>th</sup>.

John Blachard spoke again at the end of the meeting. He asked how much longer he will receive a water bill for services he is not receiving. Mark told Mr. Blanchard he will continue to receive a bill until he signs the disconnect request WITHOUT crossing anything out of the agreement. The agreement he submitted was denied by the Town Board because he crossed out some of the terms of the agreement.

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**AES Report**

**1. Water**

**I. 4989: Chilson Eagle Lake (Required by DOH & EPA)**

- **July 2024 – Update**

- i. **Timeline and next steps:**

- 1. Updated budget estimate for funding sent out to the group on 7/12/24. The Estimated total probable cost for the test well drilling, testing, prelim DOH reporting, and MPR is \$490,200.
    - 2. Matt in correspondence with EPA. EPA requested a motion on amending the decree the week of June 24-28, 2024. Has there been any movement on this or are we still waiting on them to respond?
    - 3. Is anything else needed from AES regarding cost, schedule, EFC correspondence?
    - 4. Draft schedule proposed to EPA. It has no slip time. Town to discuss further. Can it be adjusted or has it been submitted to the EPA. How does funding wrap into this schedule?

- Engineering RFQ Late July-August 2024
      - Engineer Appointment Late July-August 2024
      - Test Well Solicitation August 2024
      - Test Well Drilling September – November 2024
      - MPR Completion December 2024 – January 2025
      - MPR acceptance February 2025
      - District proceedings February 2025
      - District Vote April-May 2025
      - SRF closing Summer-Fall 2025
      - Project Engineering 2026
      - Bid project Late Winter/Early Spring 2027  
(requires expedited agency review/approval)
      - Project Award March-April 2027
      - Notice to Proceed April 2027
      - Project Construction May 2027- Fall 2028? [ for substantial completion (*Need to know expected construction duration*)
      - Meet Consent Decree **December 2028**

- ii. **Cost estimates:**

- 1. Update requested from HydroSource
      - 2. Proposal from October 2023 did not include MPR.

- **Project Status and Key Items**

- i. Update from EPA/EFC - EFC will supply funding for Test Well Drilling (\$300,000+/-)
    - ii. IUP 2023 was posted for DWSRF/BIL - Chilson was awarded \$14,000,000.00 (\$5M grant & \$9M interest free financing)

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

**II. 4898/4801: Water Meters (Required by DEC)**

- **July 2024 – Update**

- i. **Plan of Finance**

- 1. During AES monthly call with EFC last week we discussed how the funding gap between GIGP and to estimated project cost should be bridged because GIGP is CWSRF funding. Per CWSRF EFC – if the Town wants SRF funding then it needs to come from DWSRF. Hannah and AES are working on chasing down more information to confirm if that is the case and see what steps have to be taken.
    - ii. RFQ for design services – what is the plan for sending one out? I need to provide a target date for the project schedule requirement.
    - iii. Abby Lusier sent a follow-up email on 7/25. We are on track to have everything wrapped up by the 8/8 Town Board meeting.
      - 1. Title Cert
        - a. Was this done 6-13 too?
      - 2. Authorized representative
        - a. MFF- Done 6-13
      - 3. Local Match funding resolution
        - a. MFF- Done 6-13
      - 4. SEQR
        - a. Copy of Notice of Intent filed with NYSDAM pursuant to Ag. & M. L. 305(4) and “no adverse effect” impact determination letter for ag district ESSE0001 noted on EAF Part 1
          - i. MFF - Can you let Scott know re the Ag District? I think he handled that already as part of the SEQRA notices. If not we have time. Not a lot of time, but time.
        - b. Resolution declaring significance at least 30 days after lead agency solicitation letters
          - i. MFF- Done 8-8
        - c. Full EAF Parts 2/3 signed
          - i. MF- Done 8-8
        - d. ENB Publication
          - i. MFF- Done after 8-8

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- 5. **Project schedule**
  - a. **Done as part of Report Addendum. Jen to update with specific dates instead of date ranges.**
- 6. **Budget**
  - a. **Done as part of Report Addendum. Jen to check with Keith to make sure the numbers in the report are organized per the budget form.**
- iv.
- **Project Status and Key Items**
  - i. **Timeline**
    1. June 13, 2024- Town Board adopted lead agency resolution for SEQRA.
    2. June 17, 2024- AES sent lead agency coordination letter with EAF and resolution. July 17, 2024, will conclude the 30 day clock.
    3. June 21, 2024, Matt forwarded to bond counsel, Doug Goodfriend, at Orrick et al. the engineering report with addenda, and current status of SEQRA documents, for bond proceeding resolutions and notices.
      - a. June 27, 2024- Planned meeting for Town Board to call public interest order setting public hearing on bond resolution for July 25, 2024.
    4. July 25, 2024- Town Board conduct SEQRA review.
    5. July 25, 2024, and/or August 8, 2024- Town Board may continue the public hearing for July 25, 2024, to August 8, 2024 (2 meetings) for public comment/input, and proposed adoption of bond resolution would be either July 25, 2024, or August 8, 2024.
  - ii. **Report update**
    1. Addendum #4, dated June 14, 2024, was issued to DEC/EFC/DOH on June 21, 2024. Still awaiting EFC comments
  - iii. **Proposed schedule in Addendum #4**
    1. Design: Fall 2024-Fall 2025
    2. Agency Review: Fall/Winter 2025
    3. Bidding: Winter/Spring 2026
    4. Construction: Summer 2026 – Fall 2027
    5. Construction Completion: December 31, 2027
  - iv. **GIGP Funding:**
    1. **\$1,795,000 grant**
    2. **\$598,333 match**
  - v. **Project Budget = \$3,117,325.81**
    1. **Construction: \$2,493,860.65**
    2. **Engr, Legal, Bonding, etc.: \$374,079.10**
    3. **10% Contingency: \$249,386.07**
    4. Estimate performed by Mike Metcalf working with Ti Sales to review and update the project budget based on Neptune meters, 2025 meter purchase date, and a drive-by system.
    5. The project cost used in the 2023 GIGP application was \$2,624,879.
  - vi. **GIGP project checklist. The following items are due by August 31, 2024**

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1. Project Schedule (AES) – to be updated by AES as part of the report update after receiving EFC comments. – **included with Addendum No. 4 Report update**
2. Engineering Report (AES) – completed and awaiting EFC comments. AES to respond to comments and issue revised report
  - a. AES never received comments from EFC and the report was submitted in 2022 – will be following up the AES monthly meeting w/ EFC this Thursday (6/27/24)
- vii. Budget & Financing Items
  1. Project costs/Exhibit C (AES) – **Provided as part of the report update**
  2. Plan of finance (Town, Matt F, & AES)
    - a. GIGP + EFC (0%?) loan
  3. DUNS # (AES has on file)
- viii. Legal
  1. Title cert (Matt F & Town – local law?)
  2. Cert copy of authorized representative & local match funding resolutions of eligible GIGP total project costs only (Matt F & Town – project cost provided by AES)
  3. Bond resolution, Estoppel Notice, & Permissive Referendum (Matt, project cost and description provided by AES)
- ix. SHPO signoff – (AES) – Completed and letter of no effect received 6/13/24 (forwarded to Town & Matt on 6/14/24)
- x. SEQR – (AES) - Matt to coordinate
- xi. MWBE Work plan (Town & AES)
- xii. Prior to disbursement of funds need, among other things, Engineering agreement compliant with EFC terms and conditions and EFC procurement requirements.
- xiii. The Town was awarded a \$1,795,000 GIGP grant for water meters. Minimum local match is \$598,333. Most current budget estimate was just under \$2 million as of July 2022.
- xiv. Town elected to move forward with ultrasonic meters in a drive-by system to later be upgraded at the Town's discretion.
- xv. **Current DEC deadline is 5/31/25.**
- xvi. NEXT STEPS:
  1. Provide DEC with an updated schedule. - waiting to hear back from Albany DEC. Connor Cincotta indicated on 11/9/23 that the Town should hold off on an extension request until they can provide a locked in schedule that is reasonable to meet.

**III. 5262: Lead Service Lines**

- **July 2024- Update**
  - i. **Final review of DOH forms prior to submission.**

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- Project Status & Key Items
  - i. The desktop study results are complete. Max is finishing his final review with Derrick before submittal to DOH.
  - ii. Next steps:
    - 1. Submit forms to DOH and wait to hear back, Respond to DOH comments if necessary.
  - iii. Town signed LOA 11/30/23.
  - iv. Budget: not to exceed \$10,500 & \$300 reimbursables.
  - v. Work to be completed and submitted to DOH by 10/16/24 deadline.
  - vi. AES has finished the desktop study of service lines and overlay of the data onto GIS maps to estimate (by age) which lines may be lead.
  - vii. This work meets the inventory deadline for October. There is no need to dig up service lines or get into homes for a visual inspection. AES will let Derrick know if this changes for any reason.

**IV. Additional Water System Upgrades**

- **July 2024 – Update**
  - i. ***Max sent Derrick flow data from the loggers on 7/25/24. Derrick needs the format to be in graphs, not just numerical data.***
  - ii. ***Jen to compile already incurred hours and then budget some additional time for future assistance and provide an LOA to Derrick for review.***
- Project Status & Key Items
  - i. Max has been assisting with getting loggers installed, started-up, and downloaded.
  - ii. AES to schedule and complete hydrant testing with Derrick after we have a month +/-.
  - iii. 4975: AES and Derrick have locations identified for logger deployment. Dickson loggers are deployed. Still working on transient loggers. Possible coordination with Todd.

**2. Wastewater**

**I. 4394: Portage Project**

- **July 2024 - No update**
- Project Status & Key Items
  - i. The survey group at AES completed the easement maps and Matt completed the easements and forms. AES is working on getting the easements executed and recorded.
  - ii. Meeting was held on Friday April 26<sup>th</sup> at Matt Fuller's office w/ Town's Attorneys:
    - 1. AES will continue to work with the town as needed to provide requested information following review by our attorney.

**II. 5001: Long Term Control Plan**



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- **July 2024 – Update**
  - i. **LTCP submitted to DEC July 26, 2024. Deadline is August 1, 2024.**
- Project Status & Key Items
  - i. Project priorities were finalized during the June W&S meeting. Project matrix and maps provided for review and discussion.
  - ii. Project Schedule:
    - 1. AES is drafting the LTCP to meet EPA requirements. Draft by June meeting, but the Town needs it the week before to review (6/19). We'll also need a draft of the Flow Management Plan.
    - 2. Final copy by July meeting.
  - iii. The Town does have an asset management plan, which gives them WQIP points.
  - iv. Once the LTCP is drafted, the Flow Management Plan will be written as an appendix (LOA authorizing the work for the FMP was signed by Town)
  - v. In April, DEC responded to the 2023 Flow Certification violation by requesting that the Flow Management Plan be incorporated into the LTCP. A LOA has been drafted for the Town's review and approval for the Flow Management Plan portion of the LTCP.
  - vi. Jen to circulate a project priority list.
  - vii. The Updated Long Term Control Plan Draft Permit extended due date to August 1, 2024.
  - viii. We will work on finalizing the LTCP once the scope of the collection system projects is finalized.

**III. 5052: Treatment Plant**

- **July 2024 –**
  - i. **Report is approved by EFC/DEC**
  - ii. **WQIP Application submitted Monday, July 29, 2024**
- Project Status & Key Items
  - i. DEC report approval was received on March 22, 2024.
  - ii. DEC report comments were provided 12/29/2023.
  - iii. AES Comment responses and updated report issued 01/29/2024.

**IV. 5229: Collection System**

- **July 2024 – Update**
  - i. **Report is approved by EFC/DEC**
  - ii. **WQIP Application submitted Monday, July 29, 2024**
- Project Status & Key Items
  - i. Jen recommends finishing the separation of The Portage to the river to direct all stormwater flows to the river. AES will need to evaluate where this falls on the project priority list.

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- ii. Final reports (4737 ventilation and 5229 collection system) were issued to EFC on April 16, 2024. The most recent changes modified the cover page for the ventilation report to reflect both CWSRF numbers and the GIGP number. Earlier revisions (April 2 and April 5) modified the FEMA flood maps in the collection system and ventilation reports to identify the location of the WPCP.
- iii. Comment response and addendums on the 5229 – Combined Sewer System Evaluation Outfall 003 & Trunk Sewer Main Report and the 4737 – WPCP Effluent Exchange System Evaluation Final Engineering Report were submitted on February 16, 2024.
- iv. The submittal included a final Summary Report detailing the total project scope, budget, and schedule for all three reports (5052, 5229, and 4737).
- v. Comments on the 5229 – Combined Sewer System Evaluation Outfall 003 & Trunk Sewer Main and the 4737 – WPCP Effluent Exchange System Evaluation Final Engineering Report were provided verbally during the virtual meeting on 11/28/23 and were provided formally in writing on December 22, 2023, with a due date of Friday January 26, 2024.
- vi. One of the comments requested the creation of a summary report that combines the total project scope, budget, and schedule for all three reports (5052, 5229, and 4737). AES requested an extension until February 16, 2024, which was granted by EFC.
- vii. The existing report, along with the 4737 (ventilation) report and 5052 (WWTP phosphorus) report is the basis for current funding package. Both original reports were submitted to EFC & DEC on 5/10/2023.

**V. Wastewater Funding**

- **July 2024 – Update**
  - i. **No update, specific project items discussed with the projects above.**
- **Project Status & Key Items**
  - i. AES is authorized by the town to take the lead in re-working and resubmitting the WPCP and collection system WQIPs (\$1.4M & \$10M) to better tie-in the Lake George Basin septage disposal need.
  - ii. GIGP Water Meters (\$1.795M) – see water meter section above.
  - iii. Green Resiliency Grant Program (EFC)
    - 1. Based on the grant criteria it appears that some of the sewer separation projects may qualify for this funding.
    - 2. \$60M available to support green infrastructure projects in flood-prone communities. The minimum project cost is \$1,000,000. Fund up to 90% of eligible costs.

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3. Grant funding supports the implementation of green infrastructure for stormwater management and restoration of non-instream features (wetlands, riparian buffers, and flood plains)
4. Applications for inaugural round due August 16, 2024 – recommend applying next year during design phase because the grant application requires conceptual plans and green infrastructure design calculations.
- iv. It was confirmed at the March W&S meeting that there is no need to re-issue the 4737/5052/5229 EPG reports.
- v. The WQIP awards were announced, and the Town did not receive the \$10M grant for the collection system.
  1. Rob Wick recommended moving forward with the grant funding as-is for now and revising the bond later (with revised scope if needed).
- vi. If scope changes are made then the final project scope will need to be resubmitted to WIIA for approval.
  1. All 8 service areas are included in the WIIA scope.
- vii. March 29th is the 6 month deadline for BIL funding. Town needs to submit an SRF funding application by March 29, 2024, to secure BIL funding and close on financing agreement by September 30, 2024, or lose BIL (\$8,559,500). If the Town loses BIL funding the Town will not be eligible for future rounds of funding. Note: deadline was met.
- viii. Existing Engineering Contract is for planning and preliminary design only and is being used by ECCR as the existing contract required for funding. Will need to execute a contract amendment to update the contract for Final Design, Bidding, Construction, & Post Construction services to move forward.
- ix. Town is working with ECCR to complete the documentation needed to execute the project financing agreement. AES can provide assistance upon request from the Town or ECCR. Town and ECCR submitted some *items and, per Rob, received an extension for the remaining items until the WQIP awards are announced*
  1. *Current Funding Outlook:*
    - a. *Project Cost:*
    - b. *IUP & Bond Amount:*
    - c. *BIL: \$8,559,500.00 (50% of project cost \$17,119,000)*
    - d. *WIIA: \$7,743,293.22 (25% of project cost \$30,973,172.88)*
      - i. **Award may be reduced if the project scope/costs change**
    - e. *GIGP: \$1,000,000.00 tied to effluent heat exchanger*

**VI. Additional Wastewater System Upgrades**

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

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**3. Additional Items**

**I. LOAs**

- a. 2024-001 LOA for general water & sewer engineering – Approved May Board Meeting
  - i. A LOA for \$15,000 was approved by the Town to cover 2024 W&S meetings, misc. calls and correspondence, and 40 hrs. of misc. work upon the town's request. Tasks exceeding 4 hours would warrant a separate LOA.
- b. 2024-002 LOA for Homelands PS - Approved May Board Meeting
  - i. A LOA for \$5,000 was approved by the Town to cover costs associated with assistance to date and further assistance if needed.
  - ii. Current costs incurred are \$3,639.75. Remaining balance available for any further assistance needed. If not needed, then it will not be billed.
- c. 2024-003 LOA for Flow Management Plan - Approved May Board Meeting
  - i. **The Flow Management Plan was submitted to NYSDEC on July 26, 2024 as an appendix to the LTCP. It is due August 1, 2024.**
  - ii. A LOA for \$8,885 was approved by the Town to cover time spent working with Derrick, Eric, & DEC to figure out what DEC is going to require, and will cover writing the Flow Management Plan and 1 round of DEC comments.
  - iii. The Flow Management Plan will be written per the CFR requirements and included in the LTCP as an appendix. The work consists of approximately 10 hours previously incurred, and 55 hours of time intended to be spent on the report and DEC comment response.
- d. 2024-004 LOA for (2) WQIP Grant Applications - Approved May Board Meeting
  - i. **WQIP Applications were submitted on 7/29/24**
  - ii. LOA for \$7,500 to cover updating and resubmitting the two 2023 WQIP applications (due July 31)
  - iii. Plan is to team up with ECCR and Matt F regarding the project need and regional impact.
- e. 2024-005 LOA for Water Meter GIGP SEQR and SHPO work - Approved June Board Meeting
  - i. LOA for \$2,500 for 4801 – Water Meter GIGP SEQR and SHPO.

**II. Fiscal Advisors**

**a. *July 2024 - Update***

- i. **Meeting with Ryan from Baker Tilly was held on 7/15/24.**
- ii. **Next meeting is scheduled for 8/22/24 at 2pm. Prior to that meeting need to review the two rate analysis reports Baker Tilly provided and provide Andre with comments & questions.**

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**iii. Town needs to decide if you want Baker Tilly to proceed with next steps & what that scope of work is.**

**b. Status & Key Items**

- i. An email was sent by Andre Riley of Baker Tilly to the group indicating that the prior contacts have left the firm. He will be the contact now.
- ii. Jen sent an email on 4/26/2024 to Baker Tilly requesting a status update on their progress on the evaluation of water/sewer debt and rates. Jen received a notification that Alex Hilt, the main contact, is no longer with Baker Tilly and a number to call 317-465-1500 and received an out of office number for the other main contact. If no one else from Baker Tilly responds this week then I will call the number.

**III. 5274: St Clair Storm Culvert**

**a. July 2024 – No Update**

**b. Project Status & Key Items**

- i. After the May W&S meeting, AES inspected the pond with Derrick, Eric, and Dave. The pond was found to be in good shape and appears to be functioning as designed.
  1. The contractor reported a forebay depth of 5 feet, which complies with NYS DEC requirements.
  2. Looking at the original design plans, the invert to the outlet pipe is at 272.0 and the pond bottom should be between 273.0 (max) to 268.0 (min). The contractor reported they excavated to 2' below the outlet pipe, which in theory would put the bottom at 270.0. We are okay with this depth from a capacity standpoint and are optimistic that it worked as designed during that overnight storm last month.
  3. It would be nice to verify depths once the water goes down, but we are comfortable with where things stand for the time being.
- ii. Derrick received a Dig Safe request for the Lowe's pond area in April. The work was scheduled for the week of May 6, 2024.
  1. Derrick received a completion report for cleaning of stormwater detention basin, but he isn't sure it meets the work plan they proposed. AES, Operators, and Dave to do a site visit after the May W&S meeting.
  2. Town got 2.3 inches of rain last night and the Porter MH's didn't overflow per Eric – good sign...but maybe just because detention pond was filling back up.
- iii. Dave Burrows has been in touch with Kristin and Michael regarding the work proposed to repair the Lowes detention pond. Dave submitted the bid docs for the maintenance work in March and it was sent out to bid.
- iv. Has the Town heard back from Connor at DEC regarding the NOV response?
- v. AES put together Proposal for Report on St Clair and sent to Town for Review but it has not been accepted/executed.

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- vi. In 2023 Lowes performed some maintenance on the Bio-Retention Pond but this only included mowing and not dredging the Pond. On 12/1/23 AES provided a memo to the town with recommendations for Lowe's Bioretention area.
- vii. Per February 2024 W&S meeting The Town indicated that this project is not done, but they're not aggressively pursuing at this time.

**IV. 5260: Fireman's Field (Regan Development)**

**a. July 2024 – Update**

- i. Discussion of proposed storm project and flow offset. Jamie provided a proposed area to construct stormwater infrastructure. His preliminary drawing was provided with this agenda. Jamie is currently requesting that the Town approve an offset ratio so he has a number to design around. The location selected is a portion of the Service Area 5 project and should be constructed to accept all potential stormwater flow intended to be connected there in the future. To give Jamie a number the watershed area and design flows need to be calculated. **Would the Town like AES to develop a scope, budget, and schedule to do that work?**

**b. Project Status & Key Items**

- i. 4/12/24 call w/ Jamie Easton, Derrick, & Jen – can town start working on developing the ratio of the offset they would want for this development project and others moving forward for adding flow to the system (e.g. - if estimated additional sewer flow is 10,000 gpd then with a 5:1 offset a total of 50,000 gpd of storm would need to be removed from the system (based on 1 year avg rainfall event over 30 yrs).
- ii. Follow-up call with the Town, Matt Fuller, Jamie Easton, and Larry Regan – Jamie Easton is supposed to be working on a plan to propose to the Town for SEQR and also dealing with the flow cert issue. Town is supposed to see if it can identify any areas for potential sewer offset.
- iii. Jen provided a second round of comments to the town on the engineer's resubmission to the town on March 6, 2024. The engineer followed up with a 3<sup>rd</sup> submission on March 19, 2024. The engineer Jamie Easton attended the March W&S meeting to answer questions and discuss the project.
- iv. Escrow set up and LOA processed.
- v. Jen has been in contact with the engineer (Jamie Easton) after he received AES's initial review comments.
- vi. The Engineer issued a 2<sup>nd</sup> submission on 2/16/24.

**V. Alexandria Ave Bridge Replacement**

**a. July 2024 – No Update**

**b. Project Status & Key Items**

- i. Bids were opened Friday May 24.
- ii. Derrick is concerned about the force main work location.

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- iii. Waiting on the health department.
- iv. Courtesy review of plans and comment letter for the Town to issue to the consultant engineer – letter drafted for discussion with Derrick. If additional work is needed AES can provide an LOA for the Town to execute.

**VI. 5261: Golf Course**

- a. **July 2024 – No Update**
- b. Project Status & Key Items
  - i. The golf course is purportedly looking at building their own sewer system/soil disposal option.
  - ii. AES drafted letter responding to Golf Course and sent to Town on **9/8/23**
  - iii. Any update from the Golf Course?

**VII. Well Field Building**

- a. **July 2024 – No Update**
- b. Project Status & Key Items
  - i. Well Abandonment
    - 1. Derrick working on it and will let AES know if any assistance is needed.
  - ii. Cyber Security Report due to NYS DOH – Revised version sent to Derrick 1/31/24 – raw water data for Lake George and Gooseneck were still open items. Does Derrick need anything else?

**VIII. 5263: Homeland Sewer**

- a. **July 2024 - No Update**
- b. Project Status & Key Items
  - i. There were no high alarms with the recent 2.3" rain! They are currently operating with just one pump because the second GR pump keeps tripping out. And there is no Flygt pump yet. Derrick wants to order an extra Liberty pump and fully outfit the Homelands pump station with the two Liberty pumps and get another Liberty pump as a backup for the Delano Point PS because one of their existing GR is not sounding great. The plan is (once it comes in) to keep the Flygt as the backup (because it is \$20,000 more than the Liberty pumps).
  - ii. The letter asking homeowners to disconnect sump pumps seems to have been partially successful. The plan is for Derrick/Eric to send a follow-up letter.
  - iii. Derrick reported one of the pumps in the Homelands PS went down and the PS is operating with one pump. Check valve issues resulting in Delano pumping into Homelands. Eric & Derrick are pursuing pump rebuilds if possible. Derrick said the better pump stopped working. They are ordering a replacement from Sweden and are looking at a rental pump in the meantime. Derrick said they are hoping to rebuild a spare pump, but if it can't be rebuilt then pursue the rental option for the time being.

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1. The temporary Liberty pump was installed in March 2024 and is doing okay for now based on pump down times. The Liberty pump takes 6.7 minutes to pump down compared to 5.8 minutes with the original pump.
2. The failed GR pump impeller was installed in the still working GR pump in March 2024 and it is now pumping better than the temporary Liberty pump.
3. They are still waiting for the permanent replacement Flygt pump to arrive from overseas.
4. The replacement check valve in the Homelands PS was installed in March 2024.
- iv. Jen reviewed pump alternatives with Derrick on 10/30/23.
- v. AES has drafted an LOA for work associated with evaluating the pumping needs and is reviewing it with Derrick
- vi. AES is available to assist further if needed.

**IX. 5099: Black Point Sewer**

**a. July 2024 - No Update**

**b. Project Status & Key Items**

- i. Mulch bed installed by Town in May 2024 and operating
- ii. Michael Metcalf provided information on peat moss beds at the last meeting
- iii. Derrick/Eric installed carbon bags on outlets to manage odor
- iv. Town will work on installing the peat bed system in the spring. Mike Metcalf will be available to provide guidance.

**X. WPCP Flow Certification**

**a. July 2024 – Update**

**i. The Flow Management Plan was submitted to NYSDEC as an appendix to the LTCP on July 26, 2024.**

**b. Project Status & Key Items**

- i. DEC requires a Flow Management Plan as an appendix to the LTCP.
- ii. The Town approved a LOA for this work in April.
- iii. In March, Eric sent a letter to Connor Cincotta @ DEC requesting input on the flow exceedance versus the BMP that calls for maximizing flow to the WWTP. Eric has also had several calls with Connor regarding the issue. Connor indicated that he elevated the issue and DEC is working on a response.
- iv. WPCP exceeded the annual average flow in 2023, which initiates a reporting process with DEC.
- v. AES is working with Eric and Derrick to notify the DEC and determine will be required.

**XI. Stormwater No Exposure Certification (due 9/16/2024)**

**a. July 2024 – No Updates**



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b. Project Status & Key Items

- i. Eric will have this item covered. Just putting it here to keep it on the radar because it is required on a non-standard 5-year cycle.

The meeting adjourned at 11:20.

Next Committee meeting is August 27, 2024, at 10:00.

Minutes submitted by Sherry Veneto Water/Wastewater Clerk

**Resolution #370-2024** brought by Tom Thatcher, seconded by Heath Towne to change the Septic Hauler loss of facility privileges for accounts in arrears from 60 days to 30 days. Effective September 1, 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

**Resolution #371-2024** brought by Dave Woods, seconded by Heath Towne to update the Town of Ticonderoga Septic Hauler Permit Application. Effective September 1, 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

Discussion on the Robbins property located on Black Point Road. The board agreed to process a bill for the arrears sewer charges.

Human Services – Youth – Joyce Cooper, Councilwoman

Soccer sign-ups on Monday, August 12, 2024, from 5 p.m. to 7 p.m.

Summer camp is on its last days this week. Tomorrow they will finish up with a trip to the Fun Spot.

**Resolution #372-2024** brought by Dave Woods, seconded by Joyce Cooper to accept the resignation of Landon Frasier (Youth Program) effective July 29, 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

**Resolution #373-2024** brought by Tom Thatcher, seconded by Heath Towne to advertise for Youth Program Activity Attendants positions, at a rate of \$15.00/hour, part-time, on-call, no benefits. This is a continuous recruitment position; applications will be kept on file for a year. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed – none. Carried.**

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Human Services – Seniors – Heath Towne, Councilman

Presentation from Patty Cook regarding the EMS District. They have been well informed.

Minor complaints regarding the Armory ie: side door handle and pest control

Supervisor Wright asked Councilman Towne to remind the Seniors to submit their budget requests.

Health Insurance – Mark Wright, Supervisor

No rates supplied yet.

Contract Negotiations – Mark Wright, Supervisor

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

No report

Resolutions for Consideration.

**Resolution #374-2024** brought by Tom Thatcher, seconded by Dave Woods authorizing the following budget transfers:

- |              |   |              |
|--------------|---|--------------|
| o A.1989.400 | Contingency                                   | (\$3,419.00) |
| o A.1910.400 | Unallocated Insurance                         | \$623.00     |
| o A.3620.467 | Safety Inspection Equip. & Small Tool Repair  | \$96.00      |
| o A.3120.493 | Police & Constable Gen/ Engineering Surveying | \$2,700.00   |

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 70,448.62).

- |              |                                       |               |
|--------------|---------------------------------------|---------------|
| o A.0450.019 | Capital Reserve – General Sidewalks   | (\$28,860.00) |
| o A.5410.410 | Sidewalk Construction and Replacement | \$28,860.00   |

Transfer funds from Capital Reserve for sidewalk repair/replacement.

- |              |                                       |               |
|--------------|---------------------------------------|---------------|
| o A.4089.000 | Capital Reserve – General Sidewalks   | (\$11,700.00) |
| o A.5410.410 | Sidewalk Construction and Replacement | \$11,700.00   |

Transfer ARPA funds received to the correct expenditure lines.

- |              |  |              |
|--------------|--|--------------|
| o A.0450.021 | Capital Reserve – Buildings & Grounds  | (\$7,351.89) |
| o A.8510.021 | Community Beautification Mower Tractor | \$7,351.89   |

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Transfer funds from Capital Reserve for new mowing tractor.

- |              |                                     |           |
|--------------|-------------------------------------|-----------|
| ○ A.2210.001 | General Services, Escrow Regan Dev. | (\$69.50) |
| ○ A.1440.499 | Engineer Regan Development Escrow   | \$69.50   |

Transfer Escrow revenue received to the appropriate expense line.

- |              |                      |              |
|--------------|----------------------|--------------|
| ○ A.2760     | Library System Grant | (\$1,530.25) |
| ○ A.7410.476 | Library Books        | \$1,430.25   |

Transfer Escrow revenue received to the appropriate expense line.

- |               |   |               |
|---------------|---|---------------|
| ○ DA.5110.466 | Highway Road Materials                  | (\$62,308.05) |
| ○ DA.5112.266 | Highway Improvements CHIPS Expenditures | \$62,308.05   |

Transfer funds until reimbursement is received.

- |                 |  |            |
|-----------------|--|------------|
| ○ SS05.1989.400 | Contingency                                | (\$898.97) |
| ○ SS04.8130.410 | Sewage Treatment & Disposal Cont. Electric | \$56.83    |
| ○ SS07.8130.410 | Sewage Treatment & Disposal Cont. Electric | \$325.77   |
| ○ SS08.8130.410 | Sewage Treatment & Disposal Cont. Electric | \$486.61   |
| ○ SS11.8130.410 | Sewage Treatment & Disposal Cont. Electric | \$29.76    |

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 9,094.53).

- |                 |  |            |
|-----------------|--|------------|
| ○ SW06.1989.400 | Contingency                            | (\$826.17) |
| ○ SW06.8310.475 | Water Admin DOJ Compliance Advertising | \$79.74    |
| ○ SW06.8340.463 | Water Vehicle Repairs                  | \$746.43   |

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 14,173.51).

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

**Resolution #375-2024** brought by Heath, Towne, seconded by Tom Thatcher authorizing the following budget adjustments:

- |              |  |            |
|--------------|--|------------|
| ○ A.1310.193 | Director of Finance Vacation Buy-back  | \$1,135.20 |
| ○ A.3620.498 | Safety Inspection Property Remediation | \$1,437.50 |
| ○ A.7140.472 | Playgrounds & Recreations Center Meals | \$1,887.58 |

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○ SS05.8110.493	Sewer District Engineer	\$1,949.50
○ SS05.8120.463	Sewer Vehicle Repairs & Maintenance	\$1,318.72
○ SS05.8120.466	Sewer Collection Systems Materials	\$1,917.80
○ SW06.8320.465	Source of Supply Chemicals & Additives	\$2,862.15

Funding un/underbudgeted accounts and increased costs by respective Fund Balances.

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

**Resolution #376-2024** brought by Dave Woods, seconded by Tom Thatcher authorizing the following Inter-Fund Transfer:

○ A.9950.900	General Inter-fund Transfer	(\$199.53)
○ H61.5031	Chilson / Eagle Lake	\$199.53

Transfer funds from General to Eagle Lake Water Project.

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

**Resolution #377-2024** brought by Dave Woods, seconded by Tom Thatcher authorizing the following Inter-Fund Loans:

○ SW06.0391	Central Water Due From Other Funds	(\$180.00)
○ H63.0630	Water Meter Project Due To Other Funds	\$180.00

Transfer funds from Central Water to Water Meter project until funding is received.

○ A.0391	General Due From Other Funds	(\$1,192.50)
○ H64.0630	WWTP Ventilation/Phosphorous/Collection	\$1,192.50

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

○ SS05.0391	Sewer Due From Other Funds	(\$22,068.41)
○ SS04.0630	Sewer Due To Other Funds	\$22,068.41

Transfer funds to cover Abstract, until they can be paid back.

○ SS05.0391	Sewer Due From Other Funds	(\$4,050.34)
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○ SS07.0630 Sewer Due To Other Funds \$4,050.34

Transfer funds to cover Abstract, until they can be paid back.

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

**Resolution #378-2024** brought by Dave Woods, seconded by Tom Thatcher renewing the contract for fee and FCC licensing fee with Bearcom and Town of Ticonderoga Highway for \$175.00. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

**Resolution #379-2024** brought by Heath Towne, seconded by Joyce Cooper to accept the minutes of the Regular Town Board meeting from July 11, 2024, and the July 25, 2024, Financial Meeting with any other Lawful Business. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

**Resolution #380-2024** brought by Dave Woods, seconded by Joyce Cooper to pay Abstract 8 of 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

<b>Board Meeting Date 8/8/2024</b>				
Gross Payroll # 16	134,595.70			
Gross Payroll # 17	139,954.76			
Gross Payroll #	-			
<b>Trust &amp; Agency Total</b>	<b>\$274,550.46</b>			
<b>Pre-Pays:</b>	<b>\$0.00</b>			

<b>ABSTRACT # 8</b>	<b>8/8/2024</b>	<b>Cash Transfers</b>	<b>YTD Revenue</b>	<b>YTD Expenses</b>
General (A)	154,680.07	154,680.07	4,428,060.34	2,561,564.00
CD20 LaChute Trail Connector	-	-		
CD21 LISC Zombie		-	-	-
CM Library Trust Special		-	313.51	-

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

Highway (DA)	278,915.11	278,915.11	1,886,979.03	989,627.48
H17 - Ticonderoga Airport Improvements		-	-	-
H18 - Airport Pavement Management	-	-	755,585.10	51,846.85
H19 - Airport Apron Reconstruction / Taxiway Rehab	-	-	73,234.83	2,121.52
H20 - Airport Environmental Assessment	-	-	10,644.81	21,136.62
H36 - C/P Chilson Res. Replacement	-	-	20.01	-
H45 - C/P Equipment Purchase		-	-	-
H48 - FEMA Chilson Water Main		-	0.18	-
H49 - GIGP Daylight Streaming	-	315.00	-	-
H50 - C/P WQIP WWTP Disinfection	315.00	-	12.52	2,475.00
H51 - Res & Design French Sawmill		-	41,459.00	-
H53 - Clean Water Main Project	-	-	22.28	-
H54 - LaChute Signage Grant		-	-	-
H56 - Sewer Pollution Right to Know		-	2.14	-
H57 - Parking Lot Cannonball Path		-	0.54	-
H58 - WWTP HVAC Project		-	-	-
H59 - LCBP Storm Water Sewer Separation	-	-	34.76	-
H60 - Veterans RD Culvert/Bridge NY Project	-	-	-	-
H61 - Chilson/Eagle Lake Water Exploration	199.53	1,572.03	1,016.75	1,216.28
H62 - Lead Service Line Replacement Grant	-		15.27	-
H63 - Water Meter Project	180.00		-	3,499.15

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

H64 - WWTP Ventilation Project GIGP	1,192.50		-	28,484.75
H65 - 5052 WWTP Phosphorous removal EPG	-		-	-
H66 - NYS DEC EPG #104867	-		50,000.00	-
H67- Wet Weather Operating Plan	-	-	0.12	-
H68 - Black Point HVAC 5099	-	-	-	-
H69 - LaChute River Walk Trail Extension	-	-	-	27,240.00
PN - Permanent Fund Mt. Hope Cemetery			252.90	-
SF01- Ticonderoga Town/Village Joint Fire District	-		738,602.00	738,602.00
SF02 - Chilson Fire Protection District			103,650.00	103,650.00
Claymore Sewer District (SS01)	36.22		4,563.65	419.85
Park Ave Sewer District (SS02)	25.91		38,853.71	30,888.37
Alex Ave Sewer District (SS03)	37.83		27,410.90	25,295.41
Homelands Sewer Dist (SS04)	10,448.90		15,280.67	41,508.24
Central Sewer (SS05)	333,870.42	354,093.04	1,161,807.39	998,801.35
Commerce Park Sewer (SS06)	124.24		59,944.66	52,474.71
Delano Point Sewer (SS07)	4,585.17		19,391.31	19,918.65
Baldwin Road Sewer Dist (SS08)	4,613.23		33,970.22	43,020.44
Black Point Road Sewer (SS09)	151.38		206,389.75	181,179.62
Hague Road Sewer (SS10)			8,948.52	2,538.04
9N & 74 Sewer (SS11)	180.22		22,708.18	20,744.45
Hague Sewer (SS12)	19.52			4,558.79

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

9N & 74 Water (SW01)	-		54,504.63	51,897.60
Street Road Water (SW02)	-		26,777.35	23,424.00
Alex Avenue I Water District (SW03)	-		22,790.59	21,504.00
Homelands Water District (SW04)	-		9,299.22	8,870.40
Alex Ave II Water District (SW05)	-		34,026.69	33,580.80
Central Water (SW06)	74,767.76	74,788.73	978,921.02	876,363.48
Park Ave Water Dist (SW07)	-		25,783.21	25,152.00
Shore Airport Water (SW09)	20.97		183,084.60	196,003.46
<b>Multi Account Total</b>	<b>864,363.98</b>	<b>864,363.98</b>	<b>11,024,362.36</b>	<b>7,189,607.31</b>
<b>Total Expenditures This Abstract</b>	<b>\$1,138,914.44</b>	<b>TRUE</b>		

**Resolution #381-2024** brought by Tom Thatcher, seconded by Heath Towne to accept the Supervisor's Report as submitted. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

## Supervisor's Report

8/8/2024

Account Title	GFNB	NYCLASS	GFNB ICS	Total
General	2,159.12	178,787.69	5,392,769.24	5,573,716.05
Airport	92,488.47			92,488.47
Highway	2,615.95	90,025.61	1,672,859.97	1,765,501.53
H17 - Airport				-
H36 - Master Drinking Water	100,147.74			100,147.74
Clean Water H49 H50 H53	158,805.24			158,805.24



**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

H56 - Sewer Pollution Right to Know				-
H57 - Parking Lot Cannonball Path				-
H58 - WWTP - HVAC Planning Grant				-
H59 - LCBP NEIWPPC				-
H61 - Chilson Eagle Lake Project				-
<b>All other Capital Projects</b>	1,416,825.43			
SS01 - Claymore				-
SS02 - Park Ave				-
SS03 - Alex Ave				-
SS04 - Homelands				-
<b>SS05 &amp; All Districts</b>	465,056.38	733,763.34	1,388,265.76	2,587,085.48
SS06 - Commerce				-
SS07 - Delano Point				-
SS08 - Baldwin				-
SS09 - Black Point				-
SS10 - Hague Rd				-
SS11 - 9N&74				-
SW01 - 9N&73				-
SW02 - Street Road				-
SW03 - Alex Ave I				-
SW04 - Homelands				-

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

SW05 - Alex Ave II				-
<b>SW06 - Central Water All Districts</b>	417,508.99	541,210.15	342,101.51	1,300,820.65
C/R - Carillon Park		5,506.76		5,506.76
C/R - Liberty Monument		16,529.48		16,529.48
C/R - Unemployment		32,539.16		32,539.16
C/R - Police Equipment		24,463.12		24,463.12
C/R - Senior Bus		32,302.74		32,302.74
C/R - Frazier Bridge		7,103.41		7,103.41
C/R - Forfeiture		1,860.75		1,860.75
C/R - Building Improvement		355,299.98		355,299.98
C/R - General Sidewalk Improvement		271,591.15		
C/R - Building & Grounds Equipment		11,316.83		
C/R - Airport Development		212,223.05		
C/R - Highway Equipment		302,483.47		302,483.47
C/R - DA Sidewalk Repair		52,936.30		
C/R - Sewer Equipment + Infrastructure		61,625.48		61,625.48
C/R - Sewer Repair		107,958.73		107,958.73
C/R - Water Equipment + Infrastructure		240,135.07		240,135.07
C/R - Water Repair		63,007.98		63,007.98
0				-
Library Trust		36,229.11		36,229.11
Mount Hope Cemetery		29,223.88		29,223.88

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

				12,894,834.28
Total	2,655,607.32	3,408,123.24	8,795,996.48	14,859,727.04

Town Clerk, Tonya M. Thompson

The Town has now entered into a contract with the state for the disposal of electronics at our Transfer Station. This is very exciting. The boxes have been dropped off, there does need to be a minor repair to the shed for a safer access. Mr. Barnao is aware and will be taking care of that. The question is do we want to limit this to Ti residents only for now, we are on a weight limit of how much we are allowed a year. It might be a good idea to limit it for now to see what we accumulate in the next few months to see where we are on the weight scale.

The board agreed to limit to Ticonderoga Residents only. It will be reviewed at a later date. An announcement will be made on Everbridge.

Mrs. Thompson also wanted to ask about free dump day.

Supervisor Wright stated that the compactor is working and we are back on-line. Dates and times were discussed.

Councilman Towne asked about the condition of the trailers, we need to look into that.

Mrs. Thompson will check with Tim Porter and report back to the board.

Councilman Thatcher also wanted to mention that the bins that we have gotten for the recycle area are a bit taller than the old ones. We need to purchase a three step ladder for these times. He will check with finance on the purchase of another.

Councilman Woods asked about the sewer district on Sagamore Drive. He was asked by Steve Arzberger to do some work because Steve told him that no one can hook on to the Town from there.

Mr. Fuller explained that they were not told no, the Town filed with DEC, because you have reached 95% of design capacity of the flow, not for treatment, but for flow. We had to provide a wet weather operating plan to DEC by the end of July, which we did. The Town as you know has that 30 million dollar sewer project into funding agencies for scoring and that will help alleviate some of this flow issue, but they can go forward with a Map, Plan and Report to approach the Town Board to tie in. They may have to pay towards some cost to that. You have not taken on any new users that have pumped hundreds of thousands of gallons into your systems; it is all storm water, ground water, sump pumps.

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

Supervisor Wright added that they have been told this repeatedly. The answer from the Town was not no, it was, if you want to form a district this is what you need to do and right now, we are not taking any out of district customers until we figure out what the issue is.

Public Comment

No Public Comment.

Meeting adjourned at 8:11 p.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

Town of Ticonderoga  
Board Meeting Agenda (Thursday, August 8, 2024; 6:00 p.m.)

**Call to Order**

**Pledge to the Flag**

**Opening Remarks**

**Presentations**

- 1) Center for Government Research – Ambulance District.

**Public Hearing**

- 1) CDBG Microenterprise Grant Application.

**RESOLUTION** authorizing the submission of a Community Development Block Grant (CDBG) Microenterprise application by the North Country Rural Development Coalition for assistance in Ticonderoga.

- 2) CDBG Vacant Property (Housing Blight) Grant Application.

**RESOLUTION** authorizing the submission of a Community Development Block Grant (CDBG) Vacant Property application by the North Country Rural Development Coalition for assistance in Ticonderoga.

- 3) Joint Increase/Improvement of Sewer Districts – Water Meters Project.

**RESOLUTION** adopting a determination of significance regarding the proposed action to authorize the design, construction, undertaking, and funding of proposed water meters project pursuant to New York State Environmental Quality Review Act (SEQRA) and further resolve that notice be published in the Environmental Notice Bulletin pursuant to SEQRA and that this resolution shall take effect immediately.

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

**RESOLUTION** authorizing the issuance of \$3,200,000 serial bonds of the Town of Ticonderoga, Essex County, New York, to pay the cost of the Joint Increase and Improvement of the facilities of sewer districts nos. 2 through 9, 11 and 12, in the Town of Ticonderoga, Essex county, New York.

**Committee Reports**

Airport TT

**DISCUSSION:** Additional private hangar and lease agreement.

Building Grounds Parks Rec Library JC/DW

Economic Development MW/HT

Highway / Transfer Station DW/MW

**RESOLUTION** to rescind the offer of employment made to Joseph Cutting per Resolution #352-2024, of 07/25/2024, due to failure to accept the offer.

**RESOLUTION** to rescind Resolution #'s 297-2024 and 298-2024, from the June 13<sup>th</sup> Town Board Meeting, authorizing the purchase of and the creation of a purchase order for one "single truss arch storage shelter" for the Highway Department from Chery International.

**RESOLUTION** authorizing the purchase of two 20' steel storage containers for the Highway Department, from Abanaki Containers. Total price will be \$8,100.00, including delivery charge.

**RESOLUTION** authorizing the creation of a purchase order in the amount of \$8,100.00, to Abanaki Containers for the purchase of two 20' steel storage containers, for the Highway Department.

Municipal Facility Evaluation TT/HT

Public Safety DW/JC

**RESOLUTION** to offer employment to Thomas Hurley as Dog Control Officer, part-time, no benefits at the rate of \$8,889.00/year, pro-rated for the remainder of the current year.

Public Works MW/TT

**RESOLUTION** to change the Septic Hauler loss of facility privileges for accounts in arrears from 60 days to 30 days. Effective September 1, 2024.

**RESOLUTION** to update the Town of Ticonderoga Septic Hauler Permit Application. Effective September 1, 2024.

**DISCUSSION:** Robbins Property.

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

Human Services - Youth JC/HT

**RESOLUTION** to accept the resignation of Landon Frasier (Youth Program) effective July 29, 2024.

**RESOLUTION** to advertise for Youth Program Activity Attendants positions, at a rate of \$15.00/hour, part-time on-call, no benefits. This is a continuous recruitment position; applications will be kept on file for a year.

Human Services - Seniors HT

Health Insurance MW

Contract Negotiations MW

I.T. / Cable T.V. MW

**RESOLUTION** authorizing the following budget transfers:

- |              |   |              |
|--------------|---|--------------|
| ○ A.1989.400 | Contingency                                   | (\$3,419.00) |
| ○ A.1910.400 | Unallocated Insurance                         | \$623.00     |
| ○ A.3620.467 | Safety Inspection Equip. & Small Tool Repair  | \$96.00      |
| ○ A.3120.493 | Police & Constable Gen/ Engineering Surveying | \$2,700.00   |

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 70,448.62).

- |              |                                       |               |
|--------------|---------------------------------------|---------------|
| ○ A.0450.019 | Capital Reserve – General Sidewalks   | (\$28,860.00) |
| ○ A.5410.410 | Sidewalk Construction and Replacement | \$28,860.00   |

Transfer funds from Capital Reserve for sidewalk repair/replacement.

- |              |                                       |               |
|--------------|---------------------------------------|---------------|
| ○ A.4089.000 | Capital Reserve – General Sidewalks   | (\$11,700.00) |
| ○ A.5410.410 | Sidewalk Construction and Replacement | \$11,700.00   |

Transfer ARPA funds received to the correct expenditure lines.

- |              |  |              |
|--------------|--|--------------|
| ○ A.0450.021 | Capital Reserve – Buildings & Grounds  | (\$7,351.89) |
| ○ A.8510.021 | Community Beautification Mower Tractor | \$7,351.89   |

Transfer funds from Capital Reserve for new mowing tractor.

- |              |                                     |           |
|--------------|-------------------------------------|-----------|
| ○ A.2210.001 | General Services, Escrow Regan Dev. | (\$69.50) |
| ○ A.1440.499 | Engineer Regan Development Escrow   | \$69.50   |

Transfer Escrow revenue received to the appropriate expense line.

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

- A.2760 Library System Grant (\$1,530.25)
- A.7410.476 Library Books \$1,430.25

Transfer Escrow revenue received to the appropriate expense line.

- DA.5110.466 Highway Road Materials (\$62,308.05)
- DA.5112.266 Highway Improvements CHIPS Expenditures \$62,308.05

Transfer funds until reimbursement is received.

- SS05.1989.400 Contingency (\$898.97)
- SS04.8130.410 Sewage Treatment & Disposal Cont. Electric \$56.83
- SS07.8130.410 Sewage Treatment & Disposal Cont. Electric 325.77
- SS08.8130.410 Sewage Treatment & Disposal Cont. Electric \$486.61
- SS11.8130.410 Sewage Treatment & Disposal Cont. Electric \$29.76

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 9,094.53).

- SW06.1989.400 Contingency (\$826.17)
- SW06.8310.475 Water Admin DOJ Compliance Advertising \$79.74
- SW06.8340.463 Water Vehicle Repairs \$746.43

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 14,173.51).

RESOLUTION authorizing the following budget adjustments:

- A.1310.193 Director of Finance Vacation Buy-back \$1,135.20
- A.3620.498 Safety Inspection Property Remediation \$1,437.50
- A.7140.472 Playgrounds & Recreations Center Meals \$1,887.58
- SS05.8110.493 Sewer District Engineer \$1,949.50
- SS05.8120.463 Sewer Vehicle Repairs & Maintenance \$1,318.72
- SS05.8120.466 Sewer Collection Systems Materials \$1,917.80
- SW06.8320.465 Source of Supply Chemicals & Additives \$2,862.15

Funding un/underbudgeted accounts and increased costs by respective Fund Balances.

RESOLUTION authorizing the following Inter-Fund Transfer:

**Minutes for the Ticonderoga Regular Town Board Meeting held on Thursday, August 8, 2024, commencing at 6:00 with Public Hearings for a CDBG – Microenterprise Grant; a CDBG – Housing (Blight Properties) and Joint Increase & Improvements of Sewer Districts 2-9, 11 & 12**

- A.9950.900                      General Inter-fund Transfer                      (\$199.53)
- H61.5031                      Chilson / Eagle Lake                      \$199.53

Transfer funds from General to Eagle Lake Water Project.

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

- SW06.0391                      Central Water Due From Other Funds                      (\$180.00)
- H63.0630                      Water Meter Project Due To Other Funds                      \$180.00

Transfer funds from Central Water to Water Meter project until funding is received.

- A.0391                      General Due From Other Funds                      (\$1,192.50)
- H64.0630                      WWTP Ventilation/Phosphorous/Collection                      \$1,192.50

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

- SS05.0391      Sewer Due From Other Funds                      (\$22,068.41)
- SS04.0630      Sewer Due To Other Funds                      \$22,068.41

Transfer funds to cover Abstract, until they can be paid back.

- SS05.0391      Sewer Due From Other Funds                      (\$4,050.34)
- SS07.0630      Sewer Due To Other Funds                      \$4,050.34

Transfer funds to cover Abstract, until they can be paid back.

**RESOLUTION** to accept the minutes of the July 11, 2024, Regular Town Board Meeting and July 25, 2024, Finance Meeting.

**RESOLUTION** to Pay the Abstract.

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

**DISCUSSION:** Electronics Drop Off.

Town Clerk, Tonya Thompson

Attorney, Matt Fuller

**Public Comment**

**Adjourn** the Town Board Meeting