

**Minutes for a Ticonderoga Financial Meeting with Any Other Lawful Business
held on September 25, 2025, commencing at 8:30 a.m.**

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

Others: Chief Adam Hurlburt

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

Resolution #395-2025 brought by Joyce Cooper, seconded by Tom Thatcher to accept with regret the resignation of Nancy Quesnel from the position of Part-time Library Aid effective September 12, 2025. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #396-2025 brought by Dave Woods, seconded by Joyce Cooper to advertise for a Part-time Library Aid with no benefits at a pay rate of \$15.50 per hour. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #397-2025 brought by Tom Thatcher, seconded by Heath to schedule a Public Hearing for the Town of Ticonderoga's proposed 2026 Budget for October 23, 2025, at the Financial Meeting at 8:30 a.m. in the Community Building. (Because of the time frame of the election this year, the dates have all been moved up – we will start the Public Hearing on the Finance meeting and continue it at the Town Board Meeting in November). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #398-2025 brought by Dave Woods, seconded by Tom Thatcher to schedule a Public Hearing for the Town of Ticonderoga's proposed 2026 Sewer and Water Rate increase for October 23, 2025, at the Financial Meeting at 8:30 a.m. in the Community Building. (same reasoning as above). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #399-2025 brought by Mark Wright, seconded by Tom Thatcher approving and endorsing the Essex County Land Bank in its application to NYS Homes and Community Renewal for funding under the MOVE-IN NY Program. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #400-2025 brought by Dave Woods, seconded by Heath Towne authorizing the purchasing agent to issue a purchase order with Charlebois Inc., in the amount of \$19,875.32, to install dump body (Town to supply dump body and all necessary parts); supply and install PTO, pump & tank; supply & install cab controls; supply & install electric tarp system; supply & install lighting package into dump body. Funds to come from Water and Sewer Equipment

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Capital Reserves, equally. Further authorizing Department Head or Town Supervisor to execute said purchase order. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #401-2025 brought by Heath Towne, seconded by Tom Thatcher authorizing the purchasing agent to issue a purchase order with Pleasant Mount Welding, in the amount of \$16,500.00, for 209 sq. ft. of 2-1/2” aluminum plank grating (heavy duty, unpunched, mill finish) and 32 linear feet of end trim banding (2-1/2” x 3/16”). Funds to come from budgeted funds. Further authorizing Department Head or Town Supervisor to execute said purchase order. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #402-2025 brought by Tom Thatcher, seconded by Heath Towne authorizing the purchasing agent to issue a purchase order with Barco Products, LLC, in the amount of \$1,419.75, for an 8’ Supersaver Bench with back & inground mount, a cast bronze bench plaque and shipping cost. Funds to come from donated funds. Further authorizing Department Head or Town Supervisor to execute said purchase order. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #403-2025 brought by Tom Thatcher, seconded by Heath Towne authorizing the purchasing agent to issue a purchase order with Stark Tech Services, LLC, in the amount of \$2,070.88, for Planned Maintenance on the Sewer Plant generator. Funds to come from budgeted funds. Further authorizing Department Head or Town Supervisor to execute said purchase order. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #404-2025 brought by Dave Woods, seconded by Joyce Cooper authorizing the purchasing agent to issue a purchase order with Stark Tech Services, LLC, in the amount of \$1,324.71, for Planned Maintenance on the Community Building generator. Funds to come from budgeted funds. Further authorizing Department Head or Town Supervisor to execute said purchase order. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #405-2025 brought by Tom Thatcher, seconded by Heath Towne authorizing the purchasing agent to issue a purchase order with Stark Tech Services, LLC, in the amount of \$2,743.54, for Planned Maintenance on the Well Field Control Building generator. Funds to come from budgeted funds. Further authorizing Department Head or Town Supervisor to execute said purchase order. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #406-2025 brought by Tom Thatcher, seconded by Joyce Cooper authorizing the following expenditures for hotel and training in Albany, NY, for Roberta Cooper: NYS Association of Magistrates’ Court Clerks (September 29 – October 1) @ No Cost
Hotel room @ \$315/night for 3 nights (September 28 - 30) = \$945 Meal package = \$100

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

Resolution #407-2025 brought by Dave Woods, seconded by Tom Thatcher to amend Resolution # 367-2025 from the September 11th, Regular Town Board Meeting, to correct account codes to the following:

SW.1989.400	Contingency	(\$121.92)
SW.8310.468	Water Safety Equipment & Supplies	\$121.92

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 14,172.07).

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

Resolution #408-2025 brought by Tom Thatcher, seconded by Heath Towne authorizing the following budget transfers:

A.2260	Stop DWI Grant	(\$1,626.46)
A.3120.198	Police & Constable Stop DWI	\$986.14
A.3120.198	Police & Constable Stop DWI	\$640.32

Transfer Grant revenue received to the appropriate expense line.

A.2705	Gifts and Donations	(\$250.00)
A.3120.191	Police & Constable Overtime	\$250.00

Transfer Donation received to the appropriate expense line.

A.2771	Restitution – Court & Other	(\$86.00)
A.3120.461	Police & Constable General Supplies	\$86.00

Transfer restitution revenue received to the appropriate expense line.

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

Capital Projects Review

Nearly all NYS reimbursement for the La Chute Trail project has been received.

NYS share of reimbursement for Airport Apron Expansion Project (design) has been received.

Still waiting for Betty Little sidewalk reimbursement. Resubmitted on 3/24.

Resolution #409-2025 brought by Dave Woods, seconded by Tom Thatcher to exit the Financial Meeting with Any Other Lawful Business and enter into an Executive Session at 8:39 a.m. with Chief Adam Hurlburt invited to discuss matters of public safety. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #410-2025 brought by Dave Woods, seconded by Tom Thatcher to exit the Executive Session at 9:15 a.m. and re-enter the 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.**

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The board discussed the progress on the 102 Racetrack Road project for the police department and the current building's use (tear down completely or save bottom floor for the grounds equipment).

Meeting adjourned at 9:25 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

**Town of Ticonderoga
Town Board Finance Meeting & Other Lawful Business Agenda
(Thursday, September 25, 2025; 8:30 am)**

Call Meeting to Order

Pledge to the Flag

Public Hearings - none

Presentation - none

RESOLUTION to schedule a Public Hearing for the Town of Ticonderoga's proposed 2026 Budget for October 23, 2025, at the Financial Meeting at 8:30 a.m. in the Community Building. (Because of the time frame of the election this year, the dates have all been moved up – we will start the Public Hearing on the Finance meeting and continue it at the Town Board Meeting in November).

RESOLUTION to schedule a Public Hearing for the Town of Ticonderoga's proposed 2026 Sewer and Water Rate increase for October 23, 2025, at the Financial Meeting at 8:30 a.m. in the Community Building. (same reasoning as above).

RESOLUTION approving and endorsing the Essex County Land Bank in its application to NYS Homes and Community Renewal for funding under the MOVE-IN NY Program.

RESOLUTION authorizing the purchasing agent to issue a purchase order with Charlebois Inc., in the amount of \$19,875.32, to install dump body (Town to supply dump body and all necessary parts); supply and install PTO, pump & tank; supply & install cab controls; supply & install electric tarp system; supply & install lighting package into dump body. Funds to come from Water and Sewer Equipment Capital Reserves, equally. Further authorizing Department Head or Town Supervisor to execute said purchase order.

RESOLUTION authorizing the purchasing agent to issue a purchase order with Pleasant Mount Welding, in the amount of \$16,500.00, for 209 sq. ft. of 2-1/2" aluminum plank grating (heavy duty, unpunched, mill finish) and 32 linear feet of end trim banding (2-1/2" x 3/16"). Funds to come from budgeted funds. Further authorizing Department Head or Town Supervisor to execute said purchase order.

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Meal package = \$100
Applicable mileage and meal costs

RESOLUTION to amend Resolution # 367-2025 from the September 11th, Regular Town Board Meeting, to correct account codes to the following:

- | | | |
|---------------|-----------------------------------|------------|
| ○ SW.1989.400 | Contingency | (\$121.92) |
| ○ SW.8310.468 | Water Safety Equipment & Supplies | \$121.92 |

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 14,172.07).

RESOLUTION authorizing the following budget transfers:

- | | | |
|--------------|-----------------------------|--------------|
| ○ A.2260 | Stop DWI Grant | (\$1,626.46) |
| ○ A.3120.198 | Police & Constable Stop DWI | \$986.14 |
| ○ A.3120.198 | Police & Constable Stop DWI | \$640.32 |

Transfer Grant revenue received to the appropriate expense line.

- | | | |
|--------------|-----------------------------|------------|
| ○ A.2705 | Gifts and Donations | (\$250.00) |
| ○ A.3120.191 | Police & Constable Overtime | \$250.00 |

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Transfer Donation received to the appropriate expense line.

- | | | |
|--------------|-------------------------------------|-----------|
| ○ A.2771 | Restitution – Court & Other | (\$86.00) |
| ○ A.3120.461 | Police & Constable General Supplies | \$86.00 |

Transfer restitution revenue received to the appropriate expense line.

Capital Projects Review

- Nearly all NYS reimbursement for the La Chute Trail project has been received.
- NYS share of reimbursement for Airport Apron Expansion Project (design) has been received.
- Still waiting for Betty Little sidewalk reimbursement. Resubmitted on 3/24.

Other Business

Executive Session

RESOLUTION to enter executive session to discuss matters of public safety.

Adjourn