

**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
commencing at 6:00 p.m. with a Public Hearing regarding the 2025 Chilson Fire Contract**

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

Others: Kristin Mack, Ken Parlan, Dylan Thisse, Laura Wright, Santo Sapienza, Bob Porter

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

Opening Remarks

Alexandria Avenue Bridge – There have been a few minor setbacks due to the cold weather, concrete work was supposed to be finished this week – contractor hopes final clean-up will be December 16 and hope that it will be open to traffic in the next couple of weeks.

Montcalm Street Bridge – design will begin next year, most likely the contract will be bid and awarded by the end of 2025 for construction to begin in the spring or early 2026.

LaChute River Walk Trail – substantially complete project will remain open thru the winter and spring for the grass to establish and complete a short punch list of items.

108 Montcalm Street – work is proceeding, last Friday the structure was cleared of the asbestos and the sidewalk was re-opened. The barrier has been removed and work on the roof will begin.

Radar Signs – the signs arrived today, NYS DOT has granted permission for installation on NYS Route 74 and they will work with the Town Highway on installation.

Presentation

Dylan Thisse – Wright Pierce was contracted by the county to do an Essex County water and sewer district asset management program and this is a final briefing on that work. Our Wastewater Treatment plan Supervisor worked with them and provided input. Derrick Fleury and the Supervisor had a training on the program it is pretty awesome. Grant funding was awarded for this program and 17 communities across this county were involved.

Public Hearing

2025 Chilson Fire Department Contract

This is an annual contract – funding has been budgeted in the 2025 Ticonderoga Budget.

No public present to speak.

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Public Hearing closed at 6:25 p.m.

Resolution #542-2024 brought by Tom Thatcher, seconded by Joyce Cooper authorizing an agreement between the Town of Ticonderoga and the Chilson Volunteer Fire Company, Inc. for fire protection services for the period of January 1, 2025, through December 31, 2025. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Report of Committees

Airport – Tom Thatcher, Councilman

No Meeting

Supervisor Wright explained that a contract has been drafted and proposed to the individual for the proposed hanger lease at the airport. Need to work on the wet land issue. He also explained that the Airport Engineer Passero sent a \$100 gift card for the Town to give to the charity of our choice. This will be given to Friends Comforting Friends.

Resolution #543-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the Supervisor to select Passero Engineering Architecture as the Town of Ticonderoga Municipal Airport consultant. Passero was the sole bidder. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Building and Grounds – Dave Woods, Councilman

Mt. Hope Cemetery Vault has been repaired and the mold removed.

The Armory canopy was installed and it has been wired down for stability.

Parks, Recreation, Historical Lands, Beach, Monuments and Cemeteries -Joyce Cooper,
Councilwoman

**Parks and Recreation Committee Meeting Minutes
November 19, 2024**

Committee members present were Jerry Cooper, Bill Dolback, Nancy Kelley, Katie Long, James Chauncy, and Chair Joyce Cooper. Also present was Supervisor Mark Wright.

UPDATES:

Field Four:

Work continued on this new field. The fill was leveled and seeded. It is not clear if the fence will be installed this year. Dave will try to dig holes for the fencing. This field can also be used for the town's soccer program. The area surrounding the new T-Ball field is large. James Chauncy was asked to take a look at this area and consider other potential uses for this land.

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The walking trail that surrounds this new field is in poor condition. Joyce noted that any unspent 2024 budget monies will be encumbered for blacktop installation on this portion of the trail in 2025.

Kissing Bridge:

Bill Dolback noted that the dog sign on the North side of the bridge may need to be repositioned for it is more noticeable. Joyce will investigate.

Upper LaChute Trail:

Bill also noted that the informational kiosk signs on this portion of our walking trail may be incorrectly placed. This will be investigated.

Supervisor Wright also informed that the county's work extending this trail to the Trestle Bridge is almost complete with blacktop in place. This project was primarily funded by Essex County with our town providing some funds and in-kind services. Reale Construction constructed the trail.

Mt. Hope Cemetery:

Bill Dolback reported there has been movement on vault repairs. Bricks have needed repointing, and moisture in the interior has resulted in mildew and mold.

2026 CELEBRATION.

Bill Dolback again noted that 2026 will be our country's 250th anniversary. He asked that \$2000 of budget money be earmarked for this celebration. The Ticonderoga Area Chamber of Commerce will be coordinating the celebration.

PUBLIC ART:

Katie Long informed the committee about the mural grant which was received by North Country Rural Development Coalition (formerly known as PRIDE). This Public Art grant project is asking for survey input from residents regarding the focus of this proposed project. Members of the Public Art Committee will be meeting in December to get this project started and consider locations for murals to be done by professional artists on local downtown buildings.

PLANS FOR 2025:

Two town park areas are in need of improvements; The planted area next to the town welcome sign at the intersection of Montcalm St. and NYS Route 22 and the entrance to Bicentennial Park. The committee decided safe pedestrian access to Bicentennial Park is a more important project to undertake in 2015. Plans to create a separate entrance into the park for pedestrians will be a priority next year.

Our next meeting is Tuesday, December 17th at 8:30.

Resolution #544-2024 brought by Joyce Cooper, seconded by Heath Towne to advertise for the skating rink attendant position. **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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Economic Development – Mark Wright, Supervisor

Town of Ticonderoga

Economic Development Committee (EDC) Minutes (11/20/2024)

Attendees: Mark A. Wright (Chair); Heath Towne (Vice-Chair), John Bartlett (TMSP); Nicole Justice Green (NRDC); Beth Hill (Fort Ticonderoga Association); Matt Courtright (TACC).

Excused: N/A

Guests: None.

Mark Wright opened the meeting (1500).

DRI Updates

- **Municipal:** Mark Wright stated there is no DRI update for municipal projects.
- **108 Montcalm:** Nicole Justice Green stated contractors should be done with abatement by the end of next week.
- **APAC/Public Art/Co-Op:** Nicole reported on the recent DRI activity for APAC and Small Projects. There will be a town hall meeting coming up for public art.
- **Branding:** Matt Courtright reported they set up an account with OSC last week.

Miscellaneous

- **Skating Rink:** Nicole Justice Green reported the grant amount. More funding is needed. They are working on scalable options for rink improvement. She provided information to the SUN for an article. National Grid has made power improvements.
- **TACC:** Matt Courtright reported on networking, small business Saturday, workforce development status, and the new travel program.
- **Livery and Lodging:** Heath Towne is still working on this issue. The group discussed Uber service. Matt Courtright stated TACC can help with the tax type and start up issues. Rooms are already being booked for fishing events. There is still a significant amount of turn away in local hotels and motels.
- **Comprehensive Plan:** Wright informed the group that names are being compiled for a committee.
- **Local Business:** Still unknown who purchased Agway. John asked about future TRA scholarships.
- **Fort Ticonderoga:** Beth Hill reported status on the water line. This should be done by the end of the year.

ACTION ITEMS: none.

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Meeting adjourned: 1604.

Resolution #545-2024 brought by Tom Thatcher, seconded by Heath Towne to appoint Dave Woods as a member of the Ticonderoga Revitalization Alliance (TRA) Board of Directors. **All in Favor** Mark Wright – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. Dave Woods – Abstain. **Carried.**

Highway/Transfer Station – Dave Woods, Councilman

**Town of Ticonderoga
Highway and Transfer Station
November 26, 2024, minutes of Meeting**

Present:

Mark Wright, Jon Porter, Dave Woods

Others:

Joyce Cooper
Tom Thatcher

Public Discussion

Said the Pledge of Allegiance

Joyce – Can we replace the walking path at the Rec field. We need to fix it between Field 2 and Field 4. I know it's not going to happen this year but to have it on our minds for next year.

- Can the Town put the Winter Parking Ban on an Everbridge Announcement?

Committee Discussion

- Dave- the meeting for next month has been canceled. Everyone enjoy your holiday.
- Jon- We have been out checking the roads for ice. I have been taking the newer guys out and showing them the Routes.
 - We still have a few trucks we need to get ready.
 - Over-head door has not been fixed. We are waiting on parts.
 - Sidewalk plow still has parts on order to repair
- Mark- Jon, I just want to make the Highway aware that we ordered two radar traffic speed signs. They will be delivered to the highway garage. DOT is going to install them, possibly with the help of you all. They will be going near the causeway in the Eagle Lake area. DOT is working on the exact location to install them now.
- Dave/Mark- We received a notice asking if we would be able to add a crosswalk going from Montcalm Manor to Stewarts side.
 - Jon- I will talk with Sal. I am unsure of all requirements.

Meeting was adjourned at 9:23am

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Minutes were taken and prepared by Rebecca Norton

Resolution #546-2024 brought by Heath Towne, seconded by Dave Woods authorizing the Supervisor to execute the annual NYS DOT Highway Work Permit Application for Utility Work. **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

Things are moving along at the new Police building – we have been notified that municipalities are to only use contractors that are registered with the State. John Cheslik has been a great help to us with this project.

Councilman Woods asked if the other members that have keys to the new building could stop in occasionally to make sure the heat is still running – he has been doing this and would appreciate that assistance.

Public Safety – Dave Woods, Councilman

**Public Safety Meeting
November 26, 2024**

Dave Woods called the meeting to order at 8:02am with the Pledge of Allegiance. The following committee members were present: Dave Woods, Joyce Cooper, Dave Burrows, Laura Wright and Rhiannon Peters. Absent: Adam Hurlburt and Ross Kelley. Public: Supervisor Mark Wright, Tom Thatcher.

Supervisor Wright stated that Chief Hurlburt sent an email recommending Scott Cook for the K-9 Handler. Also, Supervisor Wright will follow up with Chief Hurlburt to find out when the K-9 will be purchased and the training being scheduled. Flashing lights are along the dumpster outside of 108 Montcalm to make them more visible at night. The dumpsters will be moved to the back in about a week.

Joyce Cooper asked about a vehicle that has been parked in the town parking at the back of 108 Montcalm for an extended period of time. Tom Thatcher stated that they are putting together demo prints for the new police station. Supervisor Wright stated that a list of specifications of what is next should be drawn up so it can go out to bid.

Police Department: The monthly police report was read by Laura Wright (See attachment). From the report, “There have been a few burglaries over the last two weeks involving numerous businesses. All businesses are encouraged to activate your security systems after

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business hours, be sure that your alarm system is set up to automatically contact 911 in the event it is activated, and check that all surveillance cameras are working properly. The Department is actively investigating the recent burglaries. If the public has any information, they are encouraged to contact the police. Officer Scott Cook has been preliminarily chosen as the department's new K9 Officer. This appointment is pending board approval."

Codes Department: Rhiannon Peters went over the codes monthly report (See attachment). Dave Burrows discussed zoning issues with the mobile home park at Tuffertown. There is also a junkyard behind the mobile home park which does not have proper zoning. An inspection is being set up for the mobile home park but attempts to contact the owner have been unsuccessful. A letter has been sent requesting the owner to contact the codes department. After 30 days, if no contact has been made, a violation will be issued which will give them another 30 days to respond.

Codes discussed lack of progress on the Pelerin property and the next steps to mitigate the situation.

Joyce Cooper brought up the property on Route 22 that has been collecting metal and other things. It seems to be getting bad again. Codes stated that they are staying in contact with the gentleman, and that he collects the stuff and then takes it to a junkyard as income.

Dave Woods adjourned the meeting at 8:26am.

There will be no Public Safety meeting in December 2024.

The following is a summary of the activities of the Ticonderoga Police Department from October 29th, 2024, to November 25th 2024.

<u>Patrol Statistics</u>	<u>Monthly</u>	<u>YTD</u>
Approx. Calls to Service:	252	3807
Incident reports:	35	360
Arrests:	32	329
Uniform traffic tickets:	28	714
DWI arrests:	0	27
Accidents investigated:	4	86

There have been a few burglaries over the last two weeks involving numerous businesses. All businesses are encouraged to activate your security systems after business hours, be sure that your alarm system is set up to automatically contact 911 in the event it is activated, and check that all surveillance cameras are working properly. The Department is actively investigating the recent burglaries. If the public has any information, they are encouraged to contact the police.

Officer Scott Cook has been preliminarily chosen as the department's new K9 Officer. This appointment is pending board approval.

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

Building Inspection:

(Oct-Nov)

YTD

Building Permits Issued:	5	320
Safety Inspections:	0	50
Pass/Fail:	0/0	46/0

Permit & Inspection Notes:

- 1- New Residential Construction Permit → NYS Route 74
- 1- Permit Renewal → County Route 56
- 2- Alterations/Repairs (Deck/Stairs) Permit → Center Street, Warner Hill
- 1- Building USE Permit → Montcalm St (Mobile Station Re-Opening)

Code Violation Notices:

(Oct-Nov)

YTD

Order to Remedy:	3	61
Remediated:	3	38
Clean-Up Contractor:	0	5
NYS DFS	0	0
Condemned:	0	0
Do Not Occupy:	0	2
Appearance Tickets:	0	3

Code Violation Notes:

- 3- Garbage/Rubbish/Junk Cars OTR → Burgoyne (2) & Pinnacle St (1)

Miscellaneous:

(Oct-Nov)

YTD

*Complaints:	3	74
Resolved:	3	20

Misc. Complaint Notes:

- 3- Complaints Concerning Properties with Garbage/rubbish & Junk Vehicles. All 3 have been Remediated!

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Training:

- No Trainings this Month

Safety & Resource Grants (YTD):

N/A

Noteworthy Highlights / Achievements:

- D&H Railway has finally demolished the structure off Wilson Bay Rd that was falling into Lake Champlain.
- 48 Treadway St is finally being taken over by the Bank after years of Property clean-ups.
- A letter was sent to Tuffertown regarding the Mobil home Park to gather more info on the property's standings.
- The Pride Building has completed most of their Renovations at 111 Montcalm and have been issued a Temporary CO.

Resolution #547-2024 brought by Dave Woods, seconded by Joyce Cooper approving the Ticonderoga Police Department's recommendation of Officer Cook as K9 Handler effective January 1, 2025. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #548-2024 brought by Mark Wright, seconded by Tom Thatcher congratulating the Ticonderoga Police Department on the recent search warrant activity and arrest in coordination with two recent drug/narcotic busts here in Ticonderoga. **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
November 26, 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

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Others: Jennifer Weeks (AES-Architecture, Engineering, & Land Surveying), Kalyani Mer (AES), Hannah Neilly (Essex County),

Pledge to the Flag

Public Comment: None

Items for Discussion:

126 Lake George Ave

- a. Property was recently sold and the new owners told Sherry there is an apartment in the house. It was verified on the tax roll. The account needs to be corrected to 2 EDU water and 2 EDU sewer.
 - i. It is recommended to the Town Board to increase the account for 126 Lake George Avenue to 2 EDU water and 2 EDU sewer, as there is an apartment on the premises.

13 Abercrombie St.

- a. The owner of this property has sent a letter asking for a refund for the additional EDUs he has been charged for this year.
- b. The property had an additional home on the property, but in 2016 it was changed to a shed by the assessor. The information was never sent to the County by the previous assessor. Letitia found the information in the property file, verified the changes, and amended the tax roll.
- c. Discussion was had, and agreed the property owner is due a refund. It will be sent to the Town Board for approval.
 - i. It is recommended to the Town Board to credit the account for 13 Abercrombie Street \$512.00 for water and \$616.00 for sewer in the 2025 billing year. Due to an error on the tax roll that has since been corrected.

District Maps

- a. It would be very helpful to have the water and sewer district maps enlarged to poster size. Essex County Real Property may be able to do this, if not AES can assist.
- b. Sherry will contact the Real Property

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8 Mossy Point

- a. It was found that the property is in the district. So, an account will have to be created.
 - i. It is recommended to the Town Board to create an account for 8 Mossy Point Road with charges of .10 EDU sewer, .10 EDU O&M sewer, and 1 EDU debt sewer.

GIGP/Water Meter

- a. Jen asked for an extension, and it was granted for January 2025.

Chilson/Eagle Lake

- a. Jen has created an updated schedule for the timeline of Gooseneck. EPA was looking for it.
- b. A meeting with DOH, EPA, and DOJ is recommended.

Superintendent's Report

The pump was finally received for Lake George. Derrick needs to schedule a crane and an electrician for installation.

Lead Service Line Inventory letters have produced many phone calls. Derrick has been scheduling inspections with the property owners that are calling. He worked with Max on the lists and took about 500 off the list of 1,300. Letters will go out annually until all lines have been inventoried.

Chief Wastewater Operator's Report

UV has been shut down and winterization is in progress.

At the end of December is when we change from a monitor to an actual limit for the phosphorus

Guys have been cleaning rooms and working on lighting.

Town Supervisor Discussions

None

AES Agenda

1. Water

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

• **November 2024 – No Update**

i. **Awaiting RFQ decision before scheduling a meeting with EPA, DOH, and Governor's office to discuss the project.**

ii. Timeline and next steps:

1. 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?
2. Engineering RFQ drafted by ECCR – AES responded.
3. Matt has a conference call scheduled with EFC regarding the test well drilling on 8/27. What was the outcome of the call? \$300K will be the max amount.
4. **NOTE: To keep the \$14M DWSRF funds the Town needs to complete a Project Finance Agreement with EFC by September 30, 2025.**
5. Draft schedule proposed to EPA needs to be updated, initial dates already lapsed and schedule needs to be updated prior to finalizing dates with EPA. How does funding wrap into this schedule?

• **Project Status and Key Items**

- i. Recommend waiting on well drilling RFP until engineer is engaged or at least selected because will need engineering and hydrogeologist review.
- ii. 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.
- iii. Update from EPA/EFC - EFC will supply funding for Test Well Drilling (\$300,000+/-). Matt Fuller working with EFC to see if amount can be updated to cover the revised \$490,200 estimated cost.
- iv. IUP 2023 was posted for DWSRF/BIL - Chilson was awarded \$14,000,000.00 (\$5M grant & \$9M interest free financing)
- v. Project currently has the following funding:
 1. \$14 Million BIL Funding (\$5 Million DWSRF Grant/\$9 Million 0% Interest Financing Loan)
 2. \$4 Million Elyse Stefanik CDS
 3. \$1.325 DOH/EPA - Disadvantaged Communities Fund
- vi. Next Steps:
 1. Engineering RFQ – Issued August 2024 and Responses received by September 20, 2024, interviews scheduled for November 2024.
 2. HydroSource perform Geophysical Survey on Porter & Williams Properties
 3. Go out to RFP for Well Drilling
 4. Develop MPR
 5. District Vote
- vii. June 24, 2025 remains the date to fully discontinue and disconnect Gooseneck Pond as a drinking water source, complete any District Drinking Water Solution(s), and provide a spreadsheet indicating the date on which each Eagle Lake/Chilson user has disconnected.

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

• **November 2024 –Update**

i. **Plan of Finance**

1. **Town to submit to DWSRF and CWSRF to complete plan of finance.**
2. **Hannah Requested an extension of the GIGP grant in September.**

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3. **Report comment response granted an extension from EFC. New due date is January 23rd.**
 4. During the August meeting it was discussed that Hannah and Matt F were going to coordinate a joint call with EFC (DWSRF and CWSRF). The takeaway from the call was: The overall water project, which includes water meters, is listed on the DWSRF IUP multiyear list at \$10.1 million. EFC recommended applying through both DWSRF and CWSRF programs. Town will probably go out to bond and issue a 5 year callable BAN to go out for engineering to move forward with project until EFC financing comes through. Need to go into a grant agreement by September 30, 2024 so since they don't have a plan of finance with an EFC finance agreement. They said that since the project is tied into Water Withdrawal permit the CWSRF can fund all water meters in and out of sewer district. Include the entire team (on DWSRF and CWSRF) in all correspondence so if take out a BAN then it would be able to be recouped. Will need to modify the report to be just water meters.
 - ii. RFQ for engineering services –Issued 8/30, responses required by 9/20 – AES responded.
 - iii. Project schedule has project completion at 12/31/27. DEC deadline for meters online is 5/31/25. Town will need to reach out to DEC with an extension request. My recent experience is that DEC has been converting all extension requests into an Order on Consent so may want to wait until closer to the deadline so can show progress on the project (funding in process and engineer engaged and working on design).
 - iv. **EFC Missing Items Letter: The following items remain to be sent to Abby Luscier upon receipt. (Jen to check on map for ag districts, Jen also to send a detail of a meter install and an in house install, need to show that no meter pits in ag land)**
 1. **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. **NOI was sent by Matt F. Awaiting the No Adverse Effect impact determination letter from NYSDAM.**
- **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, 224. Comments received 7/29/24

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- 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
 - 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
- 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. Town elected to move forward with ultrasonic meters in a drive-by system to later be upgraded at the Town's discretion.
- xiv. **Current DEC deadline is 5/31/25.**
- xv. 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.

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2. Water use law drafted by Matt was circulated to the town and the selected GIGP water meter engineer will be looped in after under contract.

III. 5262: Lead Service Lines

- **November 2024- Update**
 - i. **Notification letters were sent out to all lead, galvanized requiring replacement, and unknown service line users.**
- **Project Status & Key Items**
 - i. Town signed LOA 11/30/23.
 - ii. Budget: not to exceed \$10,500 & \$300 reimbursables.
 - iii. 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. Going forward need to update list and send out notification letters to lead, galvanized, and unknown on an annual basis (Derrick required to retain all letters and sign a certification document).
 - v. The Town has 10 years to complete all line investigations and identify all unknowns.

IV. Additional Water System Upgrades

- **November 2024 – No Update**
 - i. Max working with Derrick. Final download and remove for winter.
 - ii. Jen to compile already incurred hours and then budget some additional time for future assistance and provide an LOA to Derrick for review.
 - iii. Derrick to forward contact info for transient loggers – need the parts
- **Project Status & Key Items**
 - i. Max has been assisting with getting loggers installed, started-up, and downloaded.
 - ii. Hydrant testing for spring/summer 2025?
 - 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

- **November 2024 – No Update**
 - i. AES sent a copy of all outstanding items to closeout the contract to Town's counsel via AES counsel on 9/23/2024. Kevin and Mike working on evaluation of open items for closeout – reviewing change orders.
- **Project Status & Key Items**
 - i. 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

- **November 2024 –Update**
 - i. **Meeting with DEC on Monday 11/25/24**
- **Project Status & Key Items**
 - i. LTCP submitted to DEC July 26, 2024. Deadline was August 1, 2024. Awaiting comments.
 - ii. Project priorities were finalized during the June W&S meeting. Project matrix and maps provided for review and discussion.

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- iii. In April, DEC responded to the 2023 Flow Certification violation by requesting that the Flow Management Plan be incorporated into the LTCP.
- iv. The Flow Management Plan was written as an appendix to the LTCP (LOA authorizing the work for the FMP was signed by Town)

III. 5229: Collection System

- **November 2024 – No Update**
 - i. **Wastewater Treatment & Collection System Project RFQ was issued 8/30/24 and due 9/20/2024 – AES Responded.**
- Project Status & Key Items
 - i. Report is approved by EFC/DEC
 - ii. WQIP Application submitted Monday, July 29, 2024
 - iii. 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.
 - iv. 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.
 - v. The submittal included a final Summary Report detailing the total project scope, budget, and schedule for all three reports (5052, 5229, and 4737).
 - vi. 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.
 - vii. 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.
 - viii. 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.

IV. Wastewater Funding

- **November 2024 – No Update**
 - i. \$30M Sewer Project: Due date for all missing items to secure BIL funds is September 30, 2024. Hannah Neilly ECCR sent an Email to EFC, Town, and AES asking if any open items remained to finalize ST financing. Matt replied that the final bond resolution is scheduled to be adopted on 9/12/24. MJ @ EFC indicated that she is waiting on the revised 202-b documents reflecting the increased cost. Who will take the lead on sending these items to EFC copy the group (Bond, Affidavit of Publication, anything else)? – Hannah sent the Bond Resolution and 202b proceedings on 9/23/2024 to MJ, Karen Rusin, and Daniel Alt (among others) so EFC should be all set.
 - ii. **Issues with publication from September 2024 202b proceedings so Town is re-doing the 202b proceedings in their entirety – it is in process right now and will be**

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completed at the November Board Meeting – Assume that Hannah will send the package to EFC once it is completed.

- Hannah recommends using a dropbox or Google drive for all files.
- Project Status & Key Items
 - i. AES was 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 – pending grant announcements
 - 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.
 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 in 2025 during design phase because the grant application requires conceptual plans and green infrastructure design calculations.
 - iv. 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.
 - v. 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.
 - vi. 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.
 - vii. 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:\$35,221,437.40*
 - 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*

V. 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.
- f. 2024-006 LOA for Regan Development Project Stormwater Outfall Sizing (AES # 5260) – **AES is working to wrap up the watershed calculations. Should have them completed in December.**
 - i. LOA in the amount of \$7,500 for engineering and \$250 for reimbursables.
 - ii. Scope is: Hydrologic modeling of the drainage area around Montcalm St. to determine stormwater runoff from the drainage area with a future separated storm sewer system. Determine the basis of design sizing for a stormwater outfall to include the Montcalm drainage and additional separated stormwater flows from the Portage Project. Coordinate with developer's engineer with requirements for location, alignment, and materials for the new outfall. Provide review and comment on construction drawings developed by the developer's engineer for the pipe and outfall.
 - iii. Scope of work excludes developing plans and specifications for the new stormwater outfall and any regulatory permits needed.
 - iv. LOA approved 9/12/24 but AES not authorized to commence work until escrow is executed with the developer. Escrow check was provided on 9/26/24 and AES approved to proceed.
 - v. Derrick provided some drawings of the penstock and it appears that it was bored through the rock so AES is proceeding with the storm pipe modeling and sizing.

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- vi. NEED to keep the Matt Fuller in the loop on all design options – Town will need an easement from the power company for any things subsurface. Matt needs to obtain the easement and review – it goes to the core of the earth
 - g. 2024-007 LOA for War Cannon Plan Review (AES # 4847) - **approved 9/12/24 but AES not authorized to commence work until escrow is executed with the developer. Per email on Friday 11/22/24 escrow check was provided and a package was submitted for review. Would the Town like AES to commence work by reviewing the information provided?**
 - i. LOA in the amount of \$3,500 for engineering and \$250 for reimbursables.
 - ii. Scope: Engineering and technical review of War Cannon proposed distillery operation with respect to water and wastewater impacts on the Town of Ticonderoga’s existing infrastructure.
 - iii. Deliverable is a comment memo and a single comment response memo after War Cannon responds to the initial comment memo. Subsequent document reviews and comments are out of scope.
 - iv. Scope assumes that the Town will be the one corresponding directly with War Cannon.
 - v. Should they be submitting a connection application – town doesn’t have a connection application for an industrial or commercial user. Matt has a draft application and thinks that the Town should advance this process to make things more black and white. Matt will circulate to the town for review.
- II. Fiscal Advisors ()
- a. **November 2024 –Update**
 - i. Meeting with Andre from Baker Tilly was held on 8/22/24 (Mark Wright – Town, Matt Fuller – town counsel, Jen Weeks – AES, Andre Reilly – Baker Tilly).
 - ii. Andre indicated that he would make updates to the reports following the announcement of sewer funding in the fall/winter. At that time both reports would also be updated with most current rates and EDUs.
 - iii. **AES to touch base in October 2024 to indicate if funding awards have been announced. I will reach out to Andre and let him know that there have been no funding announcements to date and that we will reach out once we hear back on the two WQIP applications – might be closer to Jan/Feb.**
 - iv. Discussion of User Rate Affordability – Andre indicated that this is out of scope for the current report and involves looking a variety of economic factors in addition to the EPA Guidance for the Clean Water Act. For Baker Tilly to do this evaluation would cost ~7,500 - \$10,000.
 - v. Bonding capacity – is dependent on the Town’s “pain threshold” and user rate affordability.
 - vi. General recommendation is that rates should be 1.25 – 1.3 times the debt service to allow for emergencies and additional savings for capital improvements. I assume that O&M costs are on top of that amount.
 - vii. For water meters Baker Tilly can do a cost of service study to figure out how to change from EDU billing to metered billing. Better to approach this study after meters are installed and some data on water usage and loss has been gathered.
 - viii. Raff Tellus out of Latham – a very good fiscal advisor that Matt has worked with and that Hannah has heard is really good
- III. 5274: St Clair Storm Culvert
- a. **November 2024 – No Update**

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

- a. **November 2024 – No Update**
 - i. See LOA section above.

V. Alexandria Ave Bridge Replacement

- a. **November 2024 – No Update**
 - i. Work has commenced

VI. Well Field Building

- a. **November 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.

VII. 5263: Homeland Sewer

- a. **November 2024 - No Update**

VIII. 5099: Black Point Sewer

- a. **November 2024 - No Update**

IX. WPCP Flow Certification

- a. **November 2024 –Update**
 - i. **To be discussed with DEC at 11/25/24 meeting**
- b. Project Status & Key Items
 - i. The Flow Management Plan was submitted to NYSDEC as an appendix to the LTCP on July 26, 2024. Awaiting any comments.
 - ii. DEC requires a Flow Management Plan as an appendix to the LTCP.
 - iii. The Town approved a LOA for this work in April.
 - iv. 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.
 - v. WPCP exceeded the annual average flow in 2023, which initiates a reporting process with DEC.
 - vi. AES is working with Eric and Derrick to notify the DEC and determine will be required.

The meeting adjourned at 10:37.

Next Committee meeting is December 31, 2024, at 10:00.

Minutes submitted by Sherry Veneto Water/Wastewater Clerk

Resolution #549-2024 brought by Dave Woods, seconded by Joyce Cooper to accept the resignation of Aaron Lawrence effective 12/13/2024. **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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Resolution #550-2024 brought by Tom Thatcher, seconded by Heath Towne to select Wright-Pierce as the engineering design consultant on the Water/Wastewater Treatment Plant project and to request a cost proposal. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #551-2024 brought by Tom Thatcher, seconded by Dave Woods to select MJ Engineering as the engineering design consultant on the Water Meter project and to request a cost proposal. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #552-2024 brought by Joyce Cooper, seconded by Tom Thatcher to select AES Northeast as the engineering design consultant on the Chilson/Eagle Lake project and to request a cost proposal. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #553-2024 brought by Dave Woods, seconded by Heath Towne to increase the account for 126 Lake George Avenue to 2 EDU water and 2 EDU sewer, as there is an apartment on the premises. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #554-2024 brought by Heath Towne, seconded by Tom Thatcher to credit the account for 13 Abercrombie Street \$513.00 for water and \$616.00 for sewer in the 2025 billing year, due to an error in the assessment/tax roll. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #555-2024 brought by Dave Woods, seconded by Tom Thatcher to create an account for 8 Mossy Point Road with charges of 0.10 EDU sewer, 0.10 EDU O&M sewer, and 1 EDU debt sewer. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #556-2024 brought by Dave Woods, seconded by Tom Thatcher to offer employment to Robert Grey for the position of Water & Wastewater Maintenance Person, full time with benefits, at a rate of \$23.19/hr. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #557-2024 brought by Tom Thatcher, seconded by Heath Towne authorizing the purchase of pump sensor repair services for the Sewer Dept., from Hach. Total price will be \$1,638.00, including freight. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #558-2024 brought by Dave Woods, seconded by Joyce Cooper authorizing the creation of a purchase order in the amount of \$1,638.00, to Hach for the purchase of pump sensor repair services for the Sewer Dept. **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: Youth – Joyce Cooper, Councilwoman

Youth Commission Meeting 12/10/2024

Afterschool Program

After school program has been going well so far. Total signed ups 39 children so far. The avg attendance for Nov is 21 per day. The total number of children attending in the last months was 273. We have been working holiday cards for senior citizens in the community the past couple of weeks

Biddy Basket

The teams have been set and practices have started. So far, we have 62 children who signed up for this program. We haven't got the game schedule yet for this year's season.

Exchange Program

We have not heard back about if we can continue from the insurance company yet. So, the program is at a standstill.

Gore Ski Program

We have submitted 24 sign-ups for the program. The Bus has been scheduled for each trip. We are all set for the program to start.

Councilwoman Cooper explained that we have received a proposal from Silver Bay to combine our afterschool program with theirs and to physically move it all to the St. Mary's building. We have met with them and plan to meet again to discuss further plans and address some questions and concerns that the commission has come up with. This will give us many more opportunities for our attendees than we can offer. This is at no cost to the Town, but there is more to evaluate before a move like this can take place.

Supervisor Wright had concerns also, such as what if their program goes belly up. What happens to our program and logistically and legally how would this work.

Councilwoman Cooper stated that we would still have our program to offer and James will still be our Recreation Supervisor, but yes, we have questions that need to be answered and will have further discussions.

Human Services: Seniors – Heath Towne, Councilman

**TI AREA SENIORS
MEMBERSHIP MEETING – MINUTES; NOVEMBER 20, 2024**

IN ATTENDANCE: Sharon Mitchell, President, Joan Kay, Vice President, and Patty Reid, Secretary/Treasurer
Marlene Charboneau, Activities Director
Heath Towne, Town of Ticonderoga Representative

MEMBERS: Rosemary Matte, Sara Guyette, Clem Hacunda, Jackie Hurlburt, Al Kay

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CALL TO ORDER: Meeting was called to order at 1:00 by the President, Sharon Mitchell.

PLEDGE OF ALLEGIANCE: The pledge of Allegiance was recited by the membership.

MINUTES: The minutes of the October 30th meeting were read by Patty Reid. Motion by Sara Guyette to accept the minutes as read. Seconded by Jackie Hurlburt. All in favor. Motion carried.

FINANCIAL REPORT: The October financial report was given by Patty Reid. The beginning balance was \$10,775.43. The ending balance is \$10,026.24.

OLD BUSINESS:

MEMBERSHIP DUES: Sharon reported that there are 57 out of 203 members who have not paid their 2024 dues.

NOVEMBER DINNER: Sharon reported that everyone had a great time at the Burgoyne Grill.

NEW BUSINESS:

GYM CLOSURE: Sharon stated that the gym will be closed December 9th through the 13th. There will be no pickleball

CHRISTMAS PARTY: Sharon stated that there will be a Christmas party on December 18th at 10:00am. All members are welcome.

DRAWING FOR THE ACAP LUNCH: The two members chosen for the free lunch at ACAP are Katrina Tromblee and Carol Keating.

TOWN REPORT: Heath Towne, Town of Ticonderoga Representative

Heath reported that the town Board has accepted the Ti Area senior Budget for 2025.

Heath told the members that there is a man going around the town talking about solar energy. He has a permit to do this.

Heath reported that each solar field is owned by a different company. If you are not interested in solar energy, just tell the man and he will leave.

The LaChute trail extension is occurring near Alexandria Ave. The bridge is scheduled to be completed sometime in December.

The repairs for 108 Montcalm Street have begun.

The Essex County Land Bank has a few projects. There are several locations. 8 Johns St., 29 Meyers St., 130 The Portage is complete. The town received a reimbursement for the clean-up at 64 The Portage.

Someone has purchased the old Agway building.

The outside area of the new police station has been cleaned up. Tom Thatcher and Dave Woods have done a lot of the work.

BIRTHDAYS: Sara Guyette read off the birthdays for December.

ACTIVITY REPORT:

SENIOR SUPPERS: Marlene reported that there will not be any senior dinners until May of next year.

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MEMBERSHIP MEETINGS: Marlene reported that there will not be any Membership meeting until April of next year.

RAFFLE: Winner of the free milkshake or sundae and free coffee or hot chocolate at Stewart's is Patty Reid.

ADJOURNMENT: Motion by Clem Hacunda to adjourn the meeting at 2:00pm. Seconded by Jackie Hurlburt. All in favor. Motion carried

Health Insurance – Mark Wright, Supervisor

No report

Contract Negotiations – Mark Wright, Supervisor

Unions 3 year contracts will be up next year.

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

No report

Resolutions for Consideration

Resolution #559-2024 brought by Mark Wright, seconded by Heath Towne authorizing the following amendments / corrections to the 2025 Adopted Budget:

Highway Tax Levy corrected to 1,531,897

Consolidate Water District Fund Balance to be used corrected to 113,037

Youth Program total expenses corrected to 148,035

Revenues and Expenses for SS10 removed (district name correction)

Due to the corrections above, the Budget Total Appropriations were corrected to 11,392,948 and the Budget Total Estimated Revenues were corrected to 4,643,613

To amend / correct 2025 Budget calculation errors.

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

Resolution #560-2024 brought by Tom Thatcher, seconded by Heath Towne authorizing the creation of new accounts:

A.8160.863 Refuse & Garbage Medical Insurance Buy-Out

For creation of new budget line needed.

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

Resolution #561-2024 brought by Tom Thatcher, seconded by Dave Woods authorizing the following budget transfers:

A.1989.400	Contingency	(\$12,213.89)
A.1010.810	Town Board Employee Benefits	\$.30
A.1220.461	Supervisor General Supplies	\$6,690.00
A.1910.400	Unallocated Insurance	\$1,579.00

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A.9060.822	Hospital & Medical Insurance Medicare Part B	\$449.80
A.1310.495	Professional Contractual Payroll Services	\$1,354.30
A.1650.455	Central Communications Website	\$110.00
A.3120.412	Police & Constable Copier/Printer Maint & Supplies	\$82.68
A.3120.478	Police & Constable Fees	\$75.00
A.3120.468	Police & Constable Safety Equipment & Supplies	\$107.28
A.3120.464	Police & Constable Motor Fuel	\$1,765.53
Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer \$ 51,718.71).		
A.6772.111	Programs for the Aging PT Drivers	(\$1,106.25)
A.6772.463	Programs for the Aging Repairs & Maintenance	\$717.58
A.6772.464	Programs for the Aging Motor Fuel	\$388.67
Fund underbudgeted General accounts & increased costs.		
A.8510.111	Community Beautification Groundskeepers	(\$316.76)
A.8510.463	Community Beautification Repair & Main	\$23.14
A.8510.464	Community Beautification Equip & Small Tools	\$218.03
A.8510.467	Community Beautification Safety Equipment	\$75.59
Fund underbudgeted General accounts & increased costs.		
A.1110.477	Justices Education & Training	(\$396.41)
A.1110.191	Justices Overtime	\$396.41
Transfer funds to cover underbudgeted account increased costs.		
A.2770	Other Revenue	(\$242.14)
A.1670.416	Central Printing & Mail Postage	\$242.14
Transfer Escrow revenue received to the appropriate expense line.		
A.2210.001	General Services, Escrow Regan Dev.	(\$3,601.81)
A.1440.499	Engineer Regan Development Escrow	\$3,601.81
Transfer Escrow revenue received to the appropriate expense line.		
A.4089.000	ARPA Funds	(\$3,500.00)
A.5410.410	Sidewalk Construction and Replacement	\$3,500.00
Transfer ARPA funds received to the correct expenditure lines.		
A.4089.000	ARPA Funds	(\$25,526.14)
A.1620.462	Buildings Repair and Maintenance	\$25,526.14
Transfer ARPA funds received to the correct expenditure lines.		
DA.1989.400	Contingency	(\$3,075.81)
DA.5110.468	Highway Safety Equipment & Supplies	\$389.95
DA.5130.467	Machinery Highway Small Equip & Tools	\$2,322.20
DA.5110.472	Highway Meals Overtime	\$2.66
DA.5110.496	Highway Personnel Screening	\$361.00
Fund underbudgeted Highway accounts & increased costs from Contingency (Balance after transfer \$ 3,871.99).		
SS05.1989.400	Contingency	(\$1,434.50)
SS01.8130.410	Sewage Treatment & Disposal Cont. Electric	\$38.53
SS02.8130.410	Sewage Treatment & Disposal Cont. Electric	\$24.69
SS04.8130.410	Sewage Treatment & Disposal Cont. Electric	\$78.07
SS06.8130.410	Sewage Treatment & Disposal Cont. Electric	\$96.12
SS07.8130.410	Sewage Treatment & Disposal Cont. Electric	\$99.76

**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
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SS08.8130.410	Sewage Treatment & Disposal Cont. Electric	\$123.23
SS09.8130.410	Sewage Treatment & Disposal Cont. Electric	\$144.89
SS11.8130.410	Sewage Treatment & Disposal Cont. Electric	\$269.21
SS05.8130.195	Sewer Pager Pay	\$560.00

Fund underbudgeted Sewer accounts & increased costs from Contingency (Balance after transfer \$ 5,477.18).

SS05.8130.465	Sewer Chemicals & Industrial Gas	(\$3,116.11)
SS05.8120.463	Sewer Vehicle & Equip Repair & Maintenance	\$2,037.56
SS02.8120.4466	Sewer Collection System Materials	\$1,078.55

Fund underbudgeted Sewer accounts & increased costs.

SW06.1989.400	Contingency	(\$3,115.25)
SW06.8310.411	Water Office Supplies	\$101.00
SW06.8310.451	Water Telephone Landline	\$176.78
SW06.8310.468	Water Safety Equipment/Supplies	\$34.40
SW06.8310.496	Water Admin Drug Screening	\$280.50
SW06.8320.499	Power & Pumping Lab Water Testing	\$1,301.00
SW06.8340.463	Transmission & Dist. Vehicle & Equip Repairs	\$374.12
SW06.8340.466	Sewer System Materials & Supplies	\$823.45
SW06.9055.850	Disability Insurance	\$24.00

Fund underbudgeted Water accounts & increased costs from Contingency (Balance after transfer \$ 7,856.48).

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

Resolution #562-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the following budget adjustments:

A.1310.862	Finance General Employee HSA	\$3,850.00
A.1110.862	Justices General Employee HSA	\$2,700.00
A.1680.494	Central Data Processing IT	\$5,247.22
A.3120.191	Police & Constable Overtime	\$8,803.23
A.3120.862	Police & Constable Repair & Maintenance	\$4,997.65
A.3120.469	Police & Constable Uniform Allowance	\$1,955.71
A.3620.862	Code Enforcement HSA	\$1,350.00
A.5182.499	Street Lighting National Grid	\$9,628.15
A.8160.862	Refuse & Garbage HSA	\$262.34
DA.5130.230	Machinery Equipment	\$138,381.00
DA.5130.463	Highway Vehicle Equip. Repair & Maint.	\$11,854.48
SS05.8130.862	Sewer Employee HSA	\$3,712.50
SW06.8320.421	Source of Supply Water Electric	\$8,524.43
SW06.8320.465	Source of Supply Water Chemicals & Additives	\$9,705.78

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 #563-2024 brought by Tom Thatcher, seconded by Heath Towne authorizing the following Inter-Fund Transfer:

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A.9950.900	General Inter-fund Transfer	(\$68.31)
H61.5031	Chilson / Eagle Lake	\$68.31

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 #564-2024 brought by Heath Towne, seconded by Joyce Cooper authorizing the following Inter-Fund Loans:

A.0391	General Due From Other Funds	(\$3,309.59)
H21.0630	Airport Apron Expansion	\$3,309.59

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

A.0391	General Due From Other Funds	(\$90.00)
H64.0630	WWTP Ventilation/Phosphorous/Collection	\$90.00

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

A.0391	General Due From Other Funds	(\$354,077.35)
H69.0630	LaChute River Walk Trail Extension	\$354,077.35

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

SS05.0391	Sewer Due From Other Funds	(\$27,078.61)
SS04.0630	Sewer Due To Other Funds	\$27,078.61

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

SS05.0391	Sewer Due From Other Funds	(\$6,991.89)
SS07.0630	Sewer Due To Other Funds	\$6,991.89

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 #565-2024 brought by Tom Thatcher, seconded by Dave Woods to appoint Sherry Veneto as Part-time Deputy Town Clerk. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #566-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the issuance and advertising of a Request for Proposal (RFP) for contracting services to complete minor demolition at the future Ticonderoga Police Department building located at 102 Race Track Road. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #567-2024 brought Joyce Cooper, seconded by Heath Towne authorizing the purchase of two non-elevated bleacher (NB-0215ASTD; 2 row x 15'), from Anthem Sports. Total price will be \$2,596.26, including shipping. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #568-2024 brought by Joyce Cooper, seconded by Heath Towne authorizing the creation of a purchase order in the amount of \$2,596.26, to Anthem Sports for the purchase of two non-elevated bleacher (NB-0215ASTD; 2 row x 15'). **All in Favor** Mark Wright – Aye,

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Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #569-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the purchase of roof repair work at new Police Dept. Building, from Witz Roofing. Total price will be \$3,500.00, including labor, materials and clean up. Funds to come from ARPA funds. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #570-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the creation of a purchase order in the amount of \$3,500.00, to Witz Roofing for the purchase of roof repair work at new Police Building (materials, labor & clean up included). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #571-2024 brought by Heath Towne, seconded by Tom Thatcher authorizing the following training for David Burrows: NYS Department of State – Floodplain Regulation for Local Review Boards (December 16, 6-8 pm) = No cost, training is online. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #572-2024 brought by Joyce Cooper, seconded by Heath Towne authorizing the Supervisor to execute the 2025 rental contract between the Town of Ticonderoga and Adirondack Community Action Program (ACAP). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #573-2024 brought by Mark Wright, seconded by Dave Woods authorizing the expenditure of remaining ARPA funding to supplement the purchase of a senior bus vehicle in an amount not to exceed \$25,000. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #574-2024 brought by Dave Woods, seconded by Tom Thatcher to schedule the Organizational Meeting for January 3, 2025, at 8:00 am in the Community Building board room. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #575-2024 brought by Heath Towne, seconded by Dave Woods to accept the minutes of the November 14, 2024, Regular Town Board meeting and November 21, 2024, Finance Meeting. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #576-2024 brought by Tom Thatcher, seconded by Joyce Cooper to Pay the Abstract #12-2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
commencing at 6:00 p.m. with a Public Hearing regarding the 2025 Chilson Fire Contract**

Board Meeting Date 12/12/2024				
Gross Payroll # 24	111,004.54			
Gross Payroll # 25	113,747.32			
Gross Payroll # 26	177,499.53			
Trust & Agency Total	\$402,251.39			
Pre-Pays:	\$0.00			

ABSTRACT # 12	12/12/2024	Cash Transfers	YTD Revenue	YTD Expenses
General (A)	192,781.90	192,781.90	5,041,509.21	4,470,485.18
CD20 LaChute Trail Connector	-	-		
CD21 LISC Zombie		-	-	-
CM Library Trust Special		-	955.08	-
Highway (DA)	52,852.24	52,852.24	2,236,994.84	1,335,195.47
H17 - Ticonderoga Airport Improvements		-	-	-
H18 - Airport Pavement Management	-	-	755,644.23	51,846.85
H19 - Airport Apron Reconstruction / Taxiway Rehab	-	-	73,292.76	2,121.52
H20 - Airport Environmental Assessment	-	-	21,136.76	28,577.31
H21 - Apron Expansion	3,309.59	3,309.59		38,356.90
H36 - C/P Chilson Res. Replacement	-	-	26.06	-
H45 - C/P Equipment Purchase		-	-	-
H48 - FEMA Chilson Water Main		-	0.23	-
H49 - GIGP Daylight Streaming	-	-		-
H50 - C/P WQIP WWTP Disinfection	-	-	16.31	2,475.00

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H51 - Res & Design French Sawmill			- 41,459.00	-
H53 - Clean Water Main Project	-		- 29.02	-
H54 - LaChute Signage Grant			-	-
H56 - Sewer Pollution Right to Know			- 2.78	-
H57 - Parking Lot Cannonball Path			- 0.70	-
H58 - WWTP HVAC Project			-	-
H59 - LCBP Storm Water Sewer Separation	-		- 45.20	-
H60 - Veterans RD Culvert/Bridge NY Project	-		-	-
H61 - Chilson/Eagle Lake Water Exploration	68.31	158.31	1,487.09	1,555.40
H62 - Lead Service Line Replacement Grant	-		19.86	-
H63 - Water Meter Project	-		-	4,691.71
H64 - WWTP Ventilation Project GIGP	90.00		-	34,760.50
H65 - 5052 WWTP Phosphorous removal EPG	-		-	-
H66 - NYS DEC EPG #104867	-		50,000.00	-
H67- Wet Weather Operating Plan	-		- 0.16	-
H68 - Black Point HVAC 5099	-		- 500.00	500.00
H69 - LaChute River Walk Trail Extension	354,077.35	354,077.35	-	384,437.35
PN - Permanent Fund Mt. Hope Cemetery			770.39	-
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)	38.53		6,156.76	1,599.63
Park Ave Sewer District (SS02)	24.69		52,013.19	41,164.68
Alex Ave Sewer District (SS03)	39.94		37,078.92	38,077.09

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Homelands Sewer Dist (SS04)	78.07		20,398.65	46,823.56
Central Sewer (SS05)	32,843.28	45,650.81	1,653,475.47	1,270,481.92
Commerce Park Sewer (SS06)	96.12		79,936.42	70,423.47
Delano Point Sewer (SS07)	99.76		25,894.31	27,463.92
Baldwin Road Sewer Dist (SS08)	123.23		45,329.55	50,326.43
Black Point Road Sewer (SS09)	12,022.87		276,005.11	248,410.70
Hague Road Sewer (SS10)	-		12,075.84	2,538.04
9N & 74 Sewer (SS11)	269.21		30,444.13	28,229.27
Hague Sewer (SS12)	15.11			6,976.05
9N & 74 Water (SW01)	-		72,819.88	69,196.80
Street Road Water (SW02)	-		36,060.31	31,232.00
Alex Avenue I Water District (SW03)	-		30,817.39	28,672.00
Homelands Water District (SW04)	-		12,420.58	11,827.20
Alex Ave II Water District (SW05)	-		45,693.22	46,904.40
Central Water (SW06)	44,595.10	44,616.10	1,325,041.87	1,211,714.81
Park Ave Water Dist (SW07)	-		34,538.82	33,536.00
Shore Airport Water (SW09)	21.00		244,188.33	223,672.83
Multi Account Total	693,446.30	693,446.30	13,106,530.43	10,686,525.99
Total Expenditures This Abstract	\$1,095,697.69	TRUE		

Resolution #577-2024 brought by Tom Thatcher, seconded by Joyce Cooper 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.**

**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
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Supervisor's Report

12/12/2024

Account Title	GFNB	NYCLASS	GFNB ICS	Total
General	75,612.21	181,926.55	4,046,642.38	4,304,181.14
Airport	104,664.95			104,664.95
Highway	29,735.24	91,606.11	1,360,188.89	1,481,530.24
H17 - Airport				-
H36 - Master Drinking Water	100,172.48			100,172.48
Clean Water H49 H50 H53	158,532.50			158,532.50
H56 - Sewer Pollution Right to Know				-
H57 - Parking Lot Cannonball Path				-
H58 - WWTP - HVAC Planning Grant				-
H59 - LCBP NEIWPC				-
H61 - Chilson Eagle Lake Project				-
All other Capital Projects	1,462,415.87			
SS01 - Claymore				-
SS02 - Park Ave				-
SS03 - Alex Ave				-
SS04 - Homelands				-
SS05 & All Districts	320,410.12	746,645.50	1,410,703.25	2,477,758.87
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				-
SW05 - Alex Ave II				-

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SW06 - Central Water All Districts	208,090.05	550,711.80	347,630.55	1,106,432.40
C/R - Carillon Park		5,603.12		5,603.12
C/R - Liberty Monument		21,906.20		21,906.20
C/R - Unemployment		33,110.41		33,110.41
C/R - Police Equipment		40,267.30		40,267.30
C/R - Senior Bus		43,042.94		43,042.94
C/R - Frazier Bridge		7,227.70		7,227.70
C/R - Forfeiture		1,893.56		1,893.56
C/R - Building Improvement		366,604.37		366,604.37
C/R - General Sidewalk Improvement		175,275.03		
C/R - Building & Grounds Equipment		19,439.98		
C/R - Airport Development		241,336.92		
C/R - Highway Equipment		410,311.79		410,311.79
C/R - DA Sidewalk Repair		53,865.66		
C/R - Sewer Equipment + Infrastructure		123,769.88		123,769.88
C/R - Sewer Repair		109,847.76		109,847.76
C/R - Water Equipment + Infrastructure		305,402.96		305,402.96
C/R - Water Repair		99,052.64		99,052.64
0				-
Library Trust		36,229.11		36,229.11
Mount Hope Cemetery		29,223.88		29,223.88

11,366,766.20

Total	2,459,633.42	3,694,301.17	7,165,165.07	13,319,099.66
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**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
commencing at 6:00 p.m. with a Public Hearing regarding the 2025 Chilson Fire Contract**

DISCUSSION: Senior bus status. There are some mechanical issues with the bus, that is why we removed it from service. First thought was to run it until it fails, but we need to be concerned about public safety and if and when it does die it will probably strand seniors in the middle of winter on a cold, rainy day. We have been having discussions with the County and they sent a Heavy mechanic down to take a look at it. This person believes it is in the upper part of the engine and he didn't think it was anything major. They discussed shared services with the county and municipalities if we buy the parts they can supply the labor and this person was willing to do that. It may be just a rocker arm, but they have to take the valve covers off and it might even be valve spring, but he said we should definitely keep our bus. There are 74,000 miles on it, the county's 28 buses have over two hundred thousand miles. We also discussed leasing one of their vehicles – more information will be forthcoming.

Resolution #578-2024 brought by Dave Woods, seconded by Tom Thatcher to issue an RFP and advertise for the purchase of a new senior bus. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

DISCUSSION: Comprehensive Plan (board member for committee) The Supervisor explained that we currently have 7 volunteers willing to sit on this board and he would like at least one board member to be part of this process. He hopes that someone will let him know soon that they will do this. This process will be executed through Community Resources, it is an 18 month process, but 6-9 months would probably involve the committee meeting possibly once a month for maybe an hour to go over topics. We will have a contracted consultant that will walk us through the process.

DISCUSSION: TowerCo lease agreement. We have a contract that has been reviewed and is ready to be executed if the board would like to proceed. This is for Town Property located above the reservoir.

Resolution #579-2024 brought by Tom Thatcher, seconded by Dave Woods authorizing the supervisor to execute a 5 year term lease with clause for 3 additional 5 year extensions between the Town of Ticonderoga and TOWERCO VI, LLC. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Public Comment

Laura Wright would like to recommend for the Senior bus, she has been watching that over the years and however, it ends up being, fixed or new or whatever can there be a maintenance schedule like every six weeks on this vehicle. It just seems to be that we wait til it breaks down to get it checked, so, if there was any kind of, she does not know if that is done in normal situations but because of its use and being a livery vehicle, is there kind of a six month tune up that can be done? Now that we have the county looking at it.

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Councilman Woods explained that there is a check list that the drivers do every day before they get on the bus. None of the garages around here can get the bus into their bays.

Supervisor Wrigth stated that this would have to be something internal that the Town would have to develop. Even the county has to send their heavier equipment like this to Plattsburgh.

Ken Parland is here to read a letter from Kristin Mack who had to leave for a function at the school and then he would like to speak on his own.

December 12, 2024

Town of Ticonderoga Board

Dear Councilmen, Councilwoman, and Supervisor Wright,

This is my third consecutive month requesting time to speak during your monthly town board meeting. My intentions at the previous meetings have been as follows:

In October: to request a reversal of the Ticonderoga Revitalization Alliance board changes made by your board

In November: to request communication with our town citizens who have reasonable concerns for the programming previously done at Ticonderoga Revitalization Alliance

Neither request was fulfilled or acknowledged beyond informing me that you have been advised by counsel not to have any communication.

Motivation toward self-preservation of your position is antithetical to the purpose behind your elected position - to be a representative. I am concerned that you may not comprehend the scale of changes that may continue to occur as a result of your actions making TRA board changes in September.

Given the direct impact of your actions on the TRA and its ongoing projects, I must emphasize that your board now holds responsibility for the current and future operations of the organization. Is the TRA fulfilling the roles it did before? How many scholarships are being fulfilled and how many new ones are being researched? What is the current state of the financial and operational support for the extraordinarily important Ticonderoga Community Early Learning Center? What are the plans for TRA's current financial partners and past donors? Do they have any new projects planned? Are there new grant applications being pursued?

It has been made clear that these questions are not going to be answered directly to me even though I care what is happening. However, what limited information I do have has me concerned. And while some of us do not have full access to this information, it is now your duty to ensure that the answers to these questions are clear and transparent. If the TRA is operating in an ideal capacity, your communication with concerned citizens is key to reassuring us. If it is not functioning at full capacity, then it is your

**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
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responsibility to identify solutions and take necessary actions to address shortcomings. It cannot be said that no concerns are being expressed - this letter and all my previous contact represent concerns that are certainly reasonable.

Once again, I urge you to remember that, as elected officials, you not only have the power to act on behalf of your constituents, but also the responsibility to represent our concerns and safeguard the interests of this community. We rely on you to provide answers, guidance, and, when necessary, corrective action.

Sincerely, Kristin Mack

If I did not get the opportunity to say these words in person, it is because I am going to the Ticonderoga MS/HS Band and Chorus concert this evening to see their work in action. These are positive programs and I hope that our Ti kids can count on more opportunities in the future, not less.

Ken Parland stated that he is a resident of Hague and pays his school taxes and has been a volunteer for Ti Alliance. He worked with Scott Hearburg on entrepreneurial funding, we have made loans to the Burleigh Luncheonette, to Porters, to Silver Bay General Store and these funds are outstanding. Nobody has contacted this committee in three months so he hopes the entrepreneurial funding continues. He is on the investment committee for a very large pool of money for scholarships, there is \$224,000.00 with Schwab, with Mike Huckman who is one of the Singer Family and he and a third person are investing these funds. They are doing well, but nobody has contacted us about it in three months. The concern expressed by Kristen Mack and the donor community, which he can talk about, is that Sandy engineered this, what happened, he got Nicole Green to administer 108 – that is his project, he is glad that is proceeding, great, that is a good project, so don't need to denigrate that or Nicole but it is all of these other projects that he does not see Ti Alliance equipped to manage now. Putting Kathleen Coffman on leave and then firing her was insane, why not have - she did no harm to you, did you see the 13 page letter Sandy wrote bashing Donna to justify 108 Montcalm. What he would ask of Sandy is take a look at donor support in this fourth quarter and see how much money you have made from private donors – he knows at least eight and these are significant donors who are not giving to Ti Alliance because of concerns with the current management. So, it is done, he does not see the reversal of this decision, but he see TRA in serious financial, it is going to be challenging because of the lack of support of donors, the lack of confidence in what is going on there.

Supervisor Wright would make the comment that if you have any questions about TRA, then talk directly to the chairman of that board, Sandy Morhouse.

Mr. Parland stated that Sandy has alienated an awful lot of people.

Supervisor Wright stated that he is sorry, but you do not know all the facts behind this either and he will leave it at that.

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Santo Sapienza would like to just follow up on what Mr. Parland has asked for information saying that we didn't have all the facts; why is it that we don't have full transparency. He doesn't even want to know, he learned about this second hand and started talking to people about things that were involved, why is there not full transparency, why are so many people upset about things not being addressed. People just keep complaining and asking and nothing is happening.

Supervisor Wright stated that the reason for the dismissal was publicly provided.

Mr. Sapienza asked then why are people still asking....

Supervisor Wright told Mr. Sapienza to ask them, he can't tell why they are still upset and asking.

Mr. Sapienza asked if there was information that has yet to be disclosed? That is the root of his question.

Supervisor Wright said that this is a question to address to the Ti Alliance not the Town Board.

Mr. Parland stated that you over see them.

Supervisor Wright stated that we are the sole member but that group is directed by a board of directors with a chairman of the board.

Mr. Parland stated yes, appointed by you.... but you fired.....

Supervisor Wright continued stating that as a sole member this Town took an action under its authority in the bylaws to discontinue appointments, yes. The reason for that was published and he is not going to discuss it anymore.

Mr. Sapienza agreed that it is in the minutes, he saw why it was done.

Councilwoman Cooper stated on a different subject, she believes the problems with the parking lots could be solved with a creation of a Town Law. A time limit would help.

A brief discussion was held.

Councilwoman Cooper noted that she was at the library today and they were discussing the fact that no bids were received on the removal of the building out back of the library. Can they just put out a bid to ask if anyone is interested in it to take, no payment.

More discussion will be held at Building and Grounds to recommend to the Board.

Meeting adjourned at 7:36 p.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

**Minutes for the Ticonderoga Town Board Meeting held on December 12, 2024,
commencing at 6:00 p.m. with a Public Hearing regarding the 2025 Chilson Fire Contract**

TOWN OF TICONDEROGA
Board Meeting Agenda (Thursday, December 12, 2024; 6:00 p.m.)

Call to Order

Pledge to the Flag

Opening Remarks

Presentations

Essex County Asset Management Program (ECAMP)

Public Hearing

- 1) Public Hearing: Chilson Volunteer Fire Dept. Annual Contract for 2025.

RESOLUTION authorizing an agreement between the Town of Ticonderoga and the Chilson Volunteer Fire Company, Inc. for fire protection services for the period January 1, 2025, through December 31, 2025.

Committee Reports

Airport TT/MW

RESOLUTION authorizing the Supervisor to select Passero Engineering Architecture as the Town of Ticonderoga Municipal Airport consultant. Passero was the sole bidder.

Building Grounds Parks Rec Library JC/DW

RESOLUTION to advertise for the skating rink attendant position.

Economic Development MW/HT

RESOLUTION to appoint Dave Woods as a member of the Ticonderoga Revitalization Alliance (TRA) Board of Directors.

Highway / Transfer Station DW/MW

RESOLUTION authorizing the Supervisor to execute the annual NYS DOT Highway Work Permit Application for Utility Work.

Municipal Facility Evaluation TT/HT

Public Safety DW/JC

RESOLUTION approving the Ticonderoga Police Department's recommendation of Officer Scott Cook as K9 Handler effective January 1, 2025.

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Public Works MW/TT

RESOLUTION to accept the resignation of Aaron Lawrence effective 12/13/2024.

RESOLUTION to select Wright-Pierce as the engineering design consultant on the Water/Wastewater Treatment Plant project and to request a cost proposal.

RESOLUTION to select MJ Engineering as the engineering design consultant on the Water Meter project and to request a cost proposal.

RESOLUTION to select AES Northeast as the engineering design consultant on the Chilson/Eagle Lake project and to request a cost proposal.

RESOLUTION to increase the account for 126 Lake George Avenue to 2 EDU water and 2 EDU sewer, as there is an apartment on the premises.

RESOLUTION to credit the account for 13 Abercrombie Street \$513.00 for water and \$616.00 for sewer in the 2025 billing year, due to an error in the assessment/tax roll.

RESOLUTION to create an account for 8 Mossy Point Road with charges of 0.10 EDU sewer, 0.10 EDU O&M sewer, and 1 EDU debt sewer.

RESOLUTION to offer employment to Robert Grey for the position of Water & Wastewater Maintenance Person, full time with benefits, at a rate of \$23.19/hr.

RESOLUTION authorizing the purchase of pump sensor repair services for the Sewer Dept., from Hach. Total price will be \$1,638.00, including freight.

RESOLUTION authorizing the creation of a purchase order in the amount of \$1,638.00, to Hach for the purchase of pump sensor repair services for the Sewer Dept.

Human Services - Youth JC/HT

Human Services - Seniors HT

Health Insurance MW

Contract Negotiations MW

I.T. / Cable T.V. MW

Financial & Other Resolutions

RESOLUTION authorizing the following amendments / corrections to the 2025 Adopted Budget:

- Highway Tax Levy corrected to 1,531,897
- Consolidate Water District Fund Balance to be used corrected to 113,037
- Youth Program total expenses corrected to 148,035
- Revenues and Expenses for SS10 removed (district name correction)

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- Due to the corrections above, the Budget Total Appropriations were corrected to 11,392,948 and the Budget Total Estimated Revenues were corrected to 4,643,613

To amend / correct 2025 Budget calculation errors.

RESOLUTION authorizing the creation of new accounts:

- A.8160.863 Refuse & Garbage Medical Insurance Buy-Out

For creation of new budget line needed.

RESOLUTION authorizing the following budget transfers:

- A.1989.400 Contingency (\$12,213.89)
- A.1010.810 Town Board Employee Benefits \$.30
- A.1220.461 Supervisor General Supplies \$6,690.00
- A.1910.400 Unallocated Insurance \$1,579.00
- A.9060.822 Hospital & Medical Insurance Medicare Part B \$449.80
- A.1310.495 Professional Contractual Payroll Services \$1,354.30
- A.1650.455 Central Communications Website \$110.00
- A.3120.412 Police & Constable Copier/Printer Maint & Supplies \$82.68
- A.3120.478 Police & Constable Fees \$75.00
- A.3120.468 Police & Constable Safety Equipment & Supplies \$107.28
- A.3120.464 Police & Constable Motor Fuel \$1,765.53

Fund underbudgeted General accounts & increased costs from Contingency (Balance after transfer

\$ 51,718.71).

- A.6772.111 Programs for the Aging PT Drivers (\$1,106.25)
- A.6772.463 Programs for the Aging Repairs & Maintenance \$717.58
- A.6772.464 Programs for the Aging Motor Fuel \$388.67

Fund underbudgeted General accounts & increased costs.

- A.8510.111 Community Beautification Groundskeepers (\$316.76)
- A.8510.463 Community Beautification Repair & Main \$23.14
- A.8510.464 Community Beautification Equip & Small Tools \$218.03

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○ A.8510.467 Community Beautification Safety Equipment \$75.59

Fund underbudgeted General accounts & increased costs.

○ A.1110.477 Justices Education & Training (\$396.41)

○ A.1110.191 Justices Overtime \$396.41

Transfer funds to cover underbudgeted account increased costs.

○ A.2770 Other Revenue (\$242.14)

○ A.1670.416 Central Printing & Mail Postage \$242.14

Transfer Escrow revenue received to the appropriate expense line.

○ A.2210.001 General Services, Escrow Regan Dev. (\$3,601.81)

○ A.1440.499 Engineer Regan Development Escrow \$3,601.81

Transfer Escrow revenue received to the appropriate expense line.

○ A.4089.000 ARPA Funds (\$3,500.00)

○ A.5410.410 Sidewalk Construction and Replacement \$3,500.00

Transfer ARPA funds received to the correct expenditure lines.

○ A.4089.000 ARPA Funds (\$25,526.14)

○ A.1620.462 Buildings Repair and Maintenance \$25,526.14

Transfer ARPA funds received to the correct expenditure lines.

○ DA.1989.400 Contingency (\$3,075.81)

○ DA.5110.468 Highway Safety Equipment & Supplies \$389.95

○ DA.5130.467 Machinery Highway Small Equip & Tools \$2,322.20

○ DA.5110.472 Highway Meals Overtime \$2.66

○ DA.5110.496 Highway Personnel Screening \$361.00

Fund underbudgeted Highway accounts & increased costs from Contingency (Balance after transfer \$ 3,871.99).

○ SS05.1989.400 Contingency (\$1,434.50)

○ SS01.8130.410 Sewage Treatment & Disposal Cont. Electric \$38.53

○ SS02.8130.410 Sewage Treatment & Disposal Cont. Electric \$24.69

○ SS04.8130.410 Sewage Treatment & Disposal Cont. Electric \$78.07

○ SS06.8130.410 Sewage Treatment & Disposal Cont. Electric \$96.12

○ SS07.8130.410 Sewage Treatment & Disposal Cont. Electric \$99.76

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○ SS08.8130.410	Sewage Treatment & Disposal Cont. Electric	\$123.23
○ SS09.8130.410	Sewage Treatment & Disposal Cont. Electric	\$144.89
○ SS11.8130.410	Sewage Treatment & Disposal Cont. Electric	\$269.21
○ SS05.8130.195	Sewer Payer Pay	\$560.00

Fund underbudgeted Sewer accounts & increased costs from Contingency (Balance after transfer \$ 5,477.18).

○ SS05.8130.465	Sewer Chemicals & Industrial Gas	(\$3,116.11)
○ SS05.8120.463	Sewer Vehicle & Equip Repair & Maintenance	\$2,037.56
○ SS02.8120.4466	Sewer Collection System Materials	\$1,078.55

Fund underbudgeted Sewer accounts & increased costs.

○ SW06.1989.400	Contingency	(\$3,115.25)
○ SW06.8310.411	Water Office Supplies	\$101.00
○ SW06.8310.451	Water Telephone Landline	\$176.78
○ SW06.8310.468	Water Safety Equipment/Supplies	\$34.40
○ SW06.8310.496	Water Admin Drug Screening	\$280.50
○ SW06.8320.499	Power & Pumping Lab Water Testing	\$1,301.00
○ SW06.8340.463	Transmission & Dist. Vehicle & Equip Repairs	\$374.12
○ SW06.8340.466	Sewer System Materials & Supplies	\$823.45
○ SW06.9055.850	Disability Insurance	\$24.00

Fund underbudgeted Water accounts & increased costs from Contingency (Balance after transfer \$ 7,856.48).

RESOLUTION authorizing the following budget adjustments:

○ A.1310.862	Finance General Employee HSA	\$3,850.00
○ A.1110.862	Justices General Employee HSA	\$2,700.00
○ A.1680.494	Central Data Processing IT	\$5,247.22
○ A.3120.191	Police & Constable Overtime	\$8,803.23
○ A.3120.862	Police & Constable Repair & Maintenance	\$4,997.65
○ A.3120.469	Police & Constable Uniform Allowance	\$1,955.71
○ A.3620.862	Code Enforcement HSA	\$1,350.00
○ A.5182.499	Street Lighting National Grid	\$9,628.15

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○ A.8160.862	Refuse & Garbage HSA	\$262.34
○ DA.5130.230	Machinery Equipment	\$138,381.00
○ DA.5130.463	Highway Vehicle Equip. Repair & Maint.	\$11,854.48
○ SS05.8130.862	Sewer Employee HSA	\$3,712.50
○ SW06.8320.421	Source of Supply Water Electric	\$8,524.43
○ SW06.8320.465	Source of Supply Water Chemicals & Additives	\$9,705.78

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

RESOLUTION authorizing the following Inter-Fund Transfer:

○ A.9950.900	General Inter-fund Transfer	(\$68.31)
○ H61.5031	Chilson / Eagle Lake	\$68.31

Transfer funds from General to Eagle Lake Water Project.

RESOLUTION authorizing the following Inter-Fund Loans:

○ A.0391	General Due From Other Funds	(\$3,309.59)
○ H21.0630	Airport Apron Expansion	\$3,309.59

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

○ A.0391	General Due From Other Funds	(\$90.00)
○ H64.0630	WWTP Ventilation/Phosphorous/Collection	\$90.00

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

○ A.0391	General Due From Other Funds	(\$354,077.35)
○ H69.0630	LaChute River Walk Trail Extension	\$354,077.35

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

○ SS05.0391	Sewer Due From Other Funds	(\$27,078.61)
○ SS04.0630	Sewer Due To Other Funds	\$27,078.61

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

○ SS05.0391	Sewer Due From Other Funds	(\$6,991.89)
○ SS07.0630	Sewer Due To Other Funds	\$6,991.89

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

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RESOLUTION to appoint Sherry Veneto as Part-time Deputy Town Clerk.

RESOLUTION authorizing the issuance and advertising of a Request for Proposal (RFP) for contracting services to complete minor demolition at the future Ticonderoga Police Department building located at 102 Race Track Road.

RESOLUTION authorizing the purchase of two non-elevated bleacher (NB-0215ASTD; 2 row x 15'), from Anthem Sports. Total price will be \$2,596.26, including shipping.

RESOLUTION authorizing the creation of a purchase order in the amount of \$2,596.26, to Anthem Sports for the purchase of two non-elevated bleacher (NB-0215ASTD; 2 row x 15').

RESOLUTION authorizing the purchase of roof repair work at new Police Dept. Building, from Witz Roofing. Total price will be \$3,500.00, including labor, materials and clean up. Funds to come from ARPA funds.

RESOLUTION authorizing the creation of a purchase order in the amount of \$3,500.00, to Witz Roofing for the purchase of roof repair work at new Police Building (materials, labor & clean up included).

RESOLUTION authorizing the following training for David Burrows: NYS Department of State – Floodplain Regulation for Local Review Boards (December 16, 6-8 pm) = No cost, training is online.

RESOLUTION authorizing the Supervisor to execute the 2025 rental contract between the Town of Ticonderoga and Adirondack Community Action Program (ACAP).

RESOLUTION authorizing the expenditure of remaining ARPA funding to supplement the purchase of a senior bus vehicle in an amount not to exceed \$25,000.

RESOLUTION to schedule the Organizational Meeting for January 3, 2025, at 8:00 am in the Community Building board room.

RESOLUTION to accept the minutes of the November 14, 2024, Regular Town Board meeting and November 21, 2024, Finance Meeting.

RESOLUTION to Pay the Abstract.

RESOLUTION to accept the Supervisor's Report as submitted.

DISCUSSION: Senior bus status.

DISCUSSION: Comprehensive Plan (board member for committee)

DISCUSSION: TowerCo lease agreement.

RESOLUTION authorizing the Supervisor to execute a ground lease agreement between the Town of Ticonderoga and TOWERCO VI, LLC.

Town Clerk, Tonya Thompson

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Attorney, Matt Fuller

Public Comment

Adjourn the Town Board Meeting