

December 30th
2021 End of Year & 2022 Organizational Meeting
 Of the
Putnam Town Board
 5PM ~ Putnam Town Hall ~ ZOOM

5:00 PM CALL MEETING TO ORDER

Supervisor Wilson - Pledge of Allegiance.

ROLL CALL

Members present:	Supervisor	Darrell T. Wilson
	Councilman	Christopher Mallon
	Councilman	Larry Shiell
	Councilwoman	Carole Schneider
	Councilman	Charles Bain Sr.

OPEN 2021 END OF YEAR MEETING

Highway budget amendments for end of budget year 2021

<u>Transfer from</u>	<u>To</u>	<u>Amount</u>
5110.4	5110.1	\$7,985.00
5142.1	5110.1	\$15,391.00
5130.4	5112.1	\$14,540.00
5130.4	5112.4	\$5,040.00
5130.4	5130.2	\$543.00
5142.1	5130.2	\$11,156.00
5142.1	5140.4	\$1,641.00
5142.1	5142.4	\$6,102.00
9010.8	5142.4	\$4,260.00
9030.8	5142.4	\$5,460.00
9060.8	5142.4	\$8,753.00
5142.1	5142	\$187.00

Resolution #112

Transfer funds from Highway budget

On motion of Councilman Christopher Mallon, seconded by Councilman Larry Shiell; all in favor.
 Resolution unanimously adopted.

General Fund budget amendments for end of 2021

<u>Transfer from</u>	<u>To</u>	<u>Amount</u>
1110.4	1110.1	\$209.00

<u>Transfer from</u>	<u>To</u>	<u>Amount</u>
1990.4	1110.1	\$1,299.00
1110.4	1110	\$646.00
1320.4	1220.1	\$1,500.00
1220.4	1220.1	\$292.00
1220	1220.1	\$8,200.00
1990.4	1410.1	\$2720.00
1330.4	1410.4	\$824.00
1990.4	1420.4	\$6,230.00
1990.4	1620.4	\$394.00
1990.4	1670.4	\$3561.00
1990.4	1910.1	\$1,207.00
1990.4	1920.2	\$500.00
7310.4	3410.4	\$856.97
1990.4	3520.4	\$1,450.00
1990.4	5010.4	\$48.00
1990.4	6510.4	\$23.00
9050.4	7310.4	\$6,455.00
8090	8090.4	\$1,000.00
1990.4	8090.4	\$345.00
1990.4	9010.8	\$3,689.00
1990.4	9030.8	\$4,393.00
1990.4	9060.8	\$10,280.00

Resolution #113

Transfer funds from General Fund

On motion of Councilman Christopher Mallon, seconded by Councilman Larry Shiell; all in favor. Resolution unanimously adopted.

Resolution #114

Pay bills as audited

On motion of Councilman Charles Bain, seconded by Councilwoman Carole Schneider; all in favor. Resolution unanimously adopted.

Corrected 2022 Budget Summary Page

Supervisor Wilson highlighted a correction made by the County on the Summary page of the 2022 Budget. An insurance amount that is added by the County had been inadvertently added and subsequently removed, shifting the Highway and General Fund amounts.

Justice Court Annual Audit- Supervisor Wilson advised the Board of a correspondence from Hon. Alice Forbes. The Town Board is responsible for auditing and reporting to the Justice Court Fund at the New York State Comptroller's Office annually. 2021's audit report and resolution are due in January.

Planning Board Resignation- Supervisor Wilson advised that Bob Rudt, who has dedicated many years to the Town, and the Planning Board, is resigning his Planning Board seat. Councilman Mallon expressed his gratitude for Bob's dedicated service, and time given, and wished him well. Supervisor Wilson reiterated the sentiments wishing Bob the best, along with the Board. Thank you for your service to Putnam, Bob. Well wishes on your new journey.

Resolution #115

Accept Robert Rudt's resignation from the Planning Board

On motion of Councilwoman Carole Schneider, seconded by Councilman Charlie Bain; all in favor.
Resolution unanimously adopted.

Suggested Reading Materials for the Board- Supervisor Wilson indicated that in the Board’s packet there is reading material recommended by the Auditor, on fiscal oversight and responsibilities of the Board. Supervisor Wilson advised that in the coming months the Board would be formalizing various policies, as recommended by the Auditor.

OPEN 2022 ORGANIZATIONAL MEETING

Salaries for 2022

Supervisor	\$21,000	Paid Monthly
Clerk to the Supervisor	\$20.00	Per Hour
Account Clerk	\$24.75	Per Hour
Town Justice	\$7,750	Paid Monthly
Court Clerk	\$24.75	Per Hour
Councilpersons 4 @	\$3,500	Paid Quarterly
Budget Officer	\$12,000	Paid Monthly
Town Clerk	\$34,200	Paid Monthly
Tax Collector	\$6,200	Paid Monthly
Registrar	\$200	Paid Monthly
1 st Deputy Town Clerk	\$7,000	Paid Quarterly + \$16 per hour
Highway Superintendent	\$69,010	Paid Bi-weekly
Department of Public Works	\$8,520	Paid Bi-weekly
Town Historian	\$1,500	Paid Annually } (Paid in December)
Dog Control Officer	\$2,000	Paid Quarterly + Enumeration \$1 per dog
Town Assessor	\$19,200	Paid Monthly
Planning Board Chairman	\$790	Paid Annually } (Paid in December)
Planning Board Member	\$460	Paid Annually } (Paid in December)
Planning Board Clerk	\$6,100	Paid Quarterly
Town Attorney	\$16,000	Paid Quarterly
Town Health Officer	\$200	Paid Annually } (Paid in December)
Wild Animal Control Officer	\$600	Paid Annually } (Paid in December)
Lifeguard	\$15.00	Per Hour, Bi-weekly
Highway Crew 2@	\$26.00	Per Hour, Bi-weekly
1@	\$25.50	Per Hour, Bi-weekly (\$.50 increase in Sept. per contract)
1@	\$24.00	Per Hour, Bi-weekly (\$.50 increase in May per contract)
1@	\$Min. Wage	Per Diem, Bi-weekly
Boat Launch	\$Min. Wage	Per Hour, Bi-weekly

Resolution #116

Resolve to Accept Salaries for 2022

On motion of Councilman Charlie Bain, seconded by Councilman Larry Shiell; all in favor.
Resolution unanimously adopted.
Supervisor Wilson requested a motion to set aside the rules of reading the Resolutions aloud.

Resolution #117

Set aside rules of reading Resolutions

On motion of Councilman Chris Mallon, seconded by Councilman Larry Shiell; all in favor.
Resolution unanimously adopted.

Supervisor Wilson read the titles aloud.

#118-Resolve to Appoint Registrar, Tax Collector and Records Management Officer for 2022

Appoint Darlene Kerr as Registrar, Tax Collector and Records Management Officer for the year 2022.

#119-Resolve to Appoint Deputy Town Clerk

Authorize the Town Clerk, Tax Collector and Registrar to appoint as Deputy, Mary Jane Dedrick for the year 2022.

#120-Resolve to Designate Bank

Designate Glens Falls National Bank, Ticonderoga branch, as depository for the Town Clerk and Tax Collector for the year 2022.

#121-Resolve to Authorize Supervisor

Authorize the Supervisor and/or Budget Officer to deposit all Town of Putnam monies into the savings account and to withdraw savings as needed from the Glens Falls National Bank and NBIA Municipal Investors Service Corporation for the year 2022.

122-Resolve to Designate Official Newspaper – Discussion on merit of using a daily publication

Designate the Sun to be the official newspaper for the Town of Putnam for the year 2022.

#123-Resolve to Appoint the Budget Officer

Appoint John R. LaPointe as Budget Officer for the year 2022.

#124-Resolve to Authorize Town Justice

Authorize Hon. Alice Forbes to deposit all Town money in the Glens Falls National Bank for the year 2022.

#125-Resolve to Appoint the Town Attorney

Appoint John C. Breitenbach Jr. as Town attorney for the year 2022.

#126-Resolve to Designate Town Board Meeting Day

Designate the second Thursday of each month, at 7p.m., for the Town Board to audit bills and to hold the regular monthly meetings immediately following the audit, for the year 2022.

#127-Resolve to Run Board Meetings and Public Hearings according to Roberts Rules and Orders

Run Town Board meetings and public hearings according to the parliamentary procedures of Roberts Rules & Orders. Any person will be given courtesy of the floor during a regular meeting to give their opinion or statement for **not more than (4) four minutes**.

#128-Resolve to Appoint Deputy Supervisor

Authorize the Supervisor to appoint Christopher Mallon as Deputy Supervisor for the year 2022.

#129-Resolve to Authorize Mileage Payment

Set reimbursement for mileage at \$.58.5 cents per mile to all authorized persons for Town business for the year 2022.

#130-Resolve to Approve Blanket Bond Policy

Approve a Blanket Bond Policy covering all town officials plus excess for the Supervisor, Town Clerk, Tax Collector, Town Justice and Budget Officer for the year 2022.

#131 -Resolve to Appoint Dog Shelter

Countryside Veterinary Medical Group, 454 Queensbury Ave Queensbury, NY 12804 (518) 7937083 as acting dog shelter for the purpose of sheltering seized dogs. Rates for 2022; Daily impoundment fee- \$20.00, Flea Treatment- \$5.00, Emergency Examination- \$50.00, Daily Hospitalization Rate (plus meds)- \$25.00, Euthanasia - 75.00, Cremation (depending on weight)- \$50.00-130.00, Spay/Neuter- \$40.00, Rabies Vaccination- 40.00.

#132-Resolve to Appoint Planning Board Chair

Appoint Bill Brown as Planning Board Chair for the year 2022.

#133-Resolve to Appoint Planning Board Deputy

Appoint James Hock as Deputy to the Planning Board Chair for 2022.

#134-Resolve to Appoint Planning Board Clerk

Appoint Paula Wilson Clerk to the Planning Board for the year 2022.

TBD-Resolve to Appoint Dog Control Officer

Appoint (TBD) _____ as Dog Control Officer for the year 2022.

#135 -Resolve to Contract for Fire Protection

Enter a contract with Putnam Volunteer Fire Company for fire protection for the fee of \$167,178 for the year 2022.

#136-Resolve to Contract Ambulance Service

Enter a contract with Ticonderoga Emergency Squad for Ambulance Service for the fee of \$10,300.00 for the year 2022. (Paid in December)

#137-Resolve to Appoint Town Health Officer

Appoint Richard McKeever Town Health Officer for the year 2022.

#138-Resolve to Authorize Supervisor to apply for State Aid

Authorize the Supervisor to apply for the matching State Aid for the year 2022.

#139-Resolve to Appoint Safety Officer and Head of Public Works

Appoint Gary Treadway to the position of Safety Officer and Head of Public Works for the year 2022.

#140-Resolve to Authorize the Highway Superintendent to Appoint Deputy

Authorize Gary Treadway to appoint Donald Treadway as Deputy Highway Superintendent for the year 2022.

#141-Resolve to Appoint Wildlife Officer

Appoint James Hebert as Wildlife Officer for the year 2022.

#142-Resolve to Appoint Town Historian

Appoint Eileen Greely to the position of Town Historian for the year 2022.

#143-Resolve to Appoint Clerk to the Supervisor

Appoint Kaitlyn Crammond to the position of Clerk to the Supervisor for the year 2022

#144-Resolve to Appoint Account Clerk

Appoint Amy Quesnel-Jones to the position of Account Clerk for the year 2022

#145-Resolve to Appoint the Court Clerk

Appoint Darlene Kerr to the position of Court Clerk for the year 2022

#146-Resolve to Contract with Ti Youth Commission

Enter a contract with Ticonderoga Youth Commission for the sum of \$1,000.00 annually for the year 2022.

147-Resolve to Appoint Delegate and Alternate

Appoint Supervisor Darrell Wilson as Delegate, and Darlene Kerr as the Alternate Delegate to the Association of Town annual meeting in New York City, February 2022.

Resolution #148

Blanket Motion to Accept Resolutions #118-147

On motion of Councilman Chris Mallon, seconded by Councilwoman Carole Schneider; all in favor.

Roll Call:

Christopher Mallon	Yes
Carole Schneider	Yes
Larry Shiell	Yes
Charlie Bain	Yes
Darrell Wilson	Yes

Resolution unanimously adopted

Resolution #149

Motion to appoint Arthur Sheeley as a Planning Board Member

On motion of Supervisor Wilson, seconded by Councilman Larry Shiell; all in favor.

Roll Call:

Christopher Mallon	Yes
Carole Schneider	Yes
Larry Shiell	Yes
Charlie Bain	Yes
Darrell Wilson	Yes

Resolution unanimously adopted.

Resolution #150

Motion to appoint Galen Seerup as a Planning Board Member

On motion of Supervisor Wilson, seconded by Councilman Larry Shiell.

Roll Call

Christopher Mallon	Yes
Carole Schneider	No
Larry Shiell	Yes
Charlie Bain	No
Darrell Wilson	Yes

Resolution adopted by a margin of 1 (3-2)

Resolution #151

Adjourn Organizational meeting

On motion of Councilman Mallon, seconded by Supervisor Wilson; all in favor.
Resolution unanimously adopted.

Meeting adjourned at 5:48 PM

Next regular meeting of the Putnam Town Board, January 13, 2022, at 7 PM

Respectfully submitted,

Darlene Kerr
Putnam Town Clerk

Darrell Wilson _____ Supervisor

Christopher Mallon _____ Councilman

Larry Shiell _____ Councilman

Carole Schneider _____ Councilwoman

Charles Bain _____ Councilman