

2018 Organizational Meeting
Of the
Putnam Town Board

PUTNAM TOWN BOARD
JANUARY 2, 2018
9:00 A.M. PUTNAM TOWN HALL

9:00 A.M. Meeting called to order

Roll Call

Members present: Supervisor John LaPointe
 Councilman Darrell Wilson
 Councilman Kevin Hart

Members absent: Councilwoman Shirley Randall
 Councilman Greg Harris

Others present: Gary Treadway (Highway Superintendent, Treadway Lane)

Account Adjustments

General Fund

<u>TRANSFER</u>	<u>FROM</u>	<u>TO</u>
\$1282	A.1990.4	A.1110.4
\$7,858	A.1990.4	A.1220.1
\$2,721	A.1220.4	A.1220.1
\$870	A.1990.4	A.1410.4
\$695	A.1410.1	A.1410.4
\$6,179	A.1990.4	A.1420.4
\$12,113	A.1990.4	A.1620.4
\$2,575	A.1990.4	A.1640.4
\$744	A.1990.4	A.1670.4
\$898	A.1990.4	A.1910.1
\$475	A.1990.4	A.3610.4
\$2,920	A.3620.1	A.3620.4
\$15,017	A.1990.4	A.3620.4
\$4,848	A.9030.8	A.3620.4
\$1,489	A.9030.8	A.7110.4
\$5,454	A.7310.1	A.7301.4
\$5,442	A.9010.18	A.7310.4
\$65	A.9030.8	A.7510.4
\$615	A.1990.2	A.8020.4
\$5	A.9030.8	A.8090.4

<u>TRANSFER</u>	<u>FROM</u>	<u>TO</u>
\$373	A.1990.2	A.8160.4
\$310	A.1990.2	A.8810.4
\$4,848	A.9030.8	A.3620.4
\$7,114	A.9030.8	A.9060.8

Appropriate Unreserved Fund Balance \$78,561 for 9710.6 Debt Service Principal

Resolution #1 Make Account Adjustments to General Fund

On motion of Councilman Kevin Hart, seconded by Councilman Darrell Wilson;
All in favor, Resolution unanimously adopted.

Highway Fund

<u>TRANSFER</u>	<u>TO</u>	<u>FROM</u>
\$4,834	DA.5110.4	DA.5110.1
\$12,148	DA.5130.4	DA.5130.2
\$4767	DA.5142.4	DA.5130.2

Resolution #2 Make Account Adjustments to Highway Fund

On motion of Councilman Darrell Wilson, seconded by Councilman Kevin Hart;
All in favor, Resolution unanimously adopted.

Salaries for 2018

Supervisor	\$20,000	Paid Monthly
Clerk to the Supervisor	\$23.75	Paid Hourly
Pay Roll Clerk	\$23.75	Paid Hourly
Town Justice	\$7,750	Paid Monthly
Councilpersons 4 @	\$3,400	Paid Quarterly
Budget Officer	\$12,000	Paid Monthly
Town Clerk	\$24,000	Paid Monthly
Tax Collector	\$6,000	Paid Monthly
Registrar	\$200	Paid Monthly
1 st Deputy Town Clerk	\$5,562	Paid Quarterly + \$16 per hour
Highway Superintendent	\$61,200	Paid Bi-weekly
Department of Public Works	\$7826	Paid Bi-weekly
Town Historian	\$1,200	Paid Annually
Dog Control Officer	\$1,854	Paid Quarterly
Enumeration	\$1.00	Per Dog
Town Assessor	\$18,000	Paid Monthly
Planning Board Chairman	\$790	Paid Annually
Planning Board Member	\$460	Paid Annually
Planning Board Clerk	\$4774	Paid Quarterly
Town Attorney	\$12,000	Paid Quarterly
Animal Control Officer	\$600	Paid Annually
Life Guard	\$12.50	Paid Hourly, Bi-weekly
Highway Crew 2@	\$24.75	Paid Hourly, Bi-weekly

	1@	\$23.75	Paid Hourly, Bi-weekly
	1@	\$22.25	Paid Hourly, Bi-weekly
Boat Launch		\$12.00	Paid Hourly, Bi-weekly

Resolution #3 Accept Salaries for 2018

On motion of Councilman Darrell Wilson, seconded by Councilman Kevin Hart;
All in favor, Resolution unanimously adopted.

Resolution # 4

Appoint Registrar, Tax Collector and Records Management Officer for 2018

Appoint Darlene Kerr as Registrar, Tax Collector and Records Management Officer for the year 2018.

Resolution # 5

Appoint Deputy Town Clerk

Authorize the Town Clerk, Tax Collector and Registrar to appoint as Deputy, Mary Jane Dedrick for the year 2018.

Resolution # 6

Designate Bank

Designate Glens Falls National Bank, Ticonderoga branch, as depository for the Town Clerk and Tax Collector for the year 2018.

Resolution # 7

Authorize Supervisor

Authorize the Supervisor 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 2018.

Resolution # 8

Designate Official Newspaper

Designate the Sun (Times of Ti) to be the official newspaper for the Town of Putnam for the year 2018.

Resolution # 9

Appoint the Budget Officer

Appoint John LaPointe as Budget Officer for the year 2018.

Resolution # 10

Authorize Town Justice

Authorize Susan Johnson to deposit all Town money in the Ticonderoga Federal Credit Union for the year 2018.

Resolution # 11

Appoint the Town Attorney

Appoint John C. Breitenbach Jr. as Town attorney for the year 2018.

Resolution # 12

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 2018.

Resolution # 13

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.

Resolution # 14

Appoint Deputy Supervisor

Authorize the Supervisor to appoint Darrell Wilson as Deputy Supervisor for the year 2018.

Resolution # 15

Authorize Mileage Payment

Set reimbursement for mileage at \$53.5 cents per mile to all authorized persons for Town business for the year 2018.

Resolution # 16

Approve Blanket Bond Policy

Approve a Blanket Bond Policy covering all town officials plus excess for the Supervisor, Town Clerk and Tax Collector for the year 2018.

Resolution # 17

Appoint Planning Board Clerk

Appoint Paula Wilson Clerk to the Planning Board for the year 2018.

Resolution #18

Appoint Planning Board Chair

Appoint Galen Seerup as Planning Board Chair for the year 2018.

Resolution # 19

Appoint Dog Control Officer

Appoint Donald Treadway as Dog Control Officer for the year 2018.

Resolution # 20

Contract for Fire Protection

Enter into a contract with Putnam Volunteer Fire Company for fire protection for the fee of \$89,600.00 for the year 2018, minus \$5,000 loan payment.

Resolution # 21

Ambulance Service

Enter into a contract with Ticonderoga Emergency Squad for Ambulance Service for the fee of \$6,000.00 for the year 2018, to be paid annually.

Resolution # 22

Appoint Sole Assessor

Appoint William McCarty for the year 2018.

Resolution # 23

Appoint Town Health Officer

Appoint Richard McKeever Town Health Officer for the year 2018.

Resolution # 24

Appoint Republican and Democrat Inspectors 2018

Appoint Mary Jane Dedrick and Sandra Granger as Republican election inspectors, and Patricia Hamel and Shirley Beeman as Democrat election inspectors.

Resolution # 25

Authorize Supervisor to apply for State Aid

Authorize the Supervisor to apply for the matching State Aid for the year 2018.

Resolution # 26

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 2018.

Resolution # 27

Authorize the Highway Superintendent to Appoint Deputy

Donald Treadway appointed Deputy Highway Superintendent for the year 2018.

Resolution # 28

Appoint Wildlife Officer

Appoint James Hebert as Wildlife Officer for the year 2018.

Resolution # 29

Appoint Town Historian

Appoint Eileen Greely to the position of Town Historian for the year 2018.

Resolution # 30

Contract with Ti Youth Commission

Enter into a contract with Ticonderoga Youth Commission for the sum of \$1,000.00 annually for the year 2018.

Resolution # 31

Appoint Delegate and Alternate

Appoint Town Clerk Darlene Kerr as Delegate, Darrell Wilson as alternate Delegate to the Association of Towns annual meeting in New York City, February 2018.

Resolution # 32

Appoint Code Enforcement Officer

Appoint Washington County, James Buxton, as Code Enforcement Officer for the Town of Putnam in 2018.

Resolution # 33

Blanket Motion to Cover Resolutions for the Organizational Meeting Held January 3rd, 2018

On motion of Councilman Kevin Hart, seconded by Councilman Darrell Wilson;

All in favor, Resolution unanimously adopted.

Resolution # 34 (9:21A.M.)

Motion to adjourn made by Councilman Darrell Wilson, seconded by Councilman Kevin Hart;

All in favor, Resolution unanimously adopted.

Meeting closed at 9:21 A.M.

Respectfully submitted,

Darlene Kerr
Putnam Town Clerk

John LaPointe _____ Supervisor

Darrell Wilson _____ Councilman

Kevin Hart _____ Councilman

Shirley Randall _____ Councilwoman

Greg Harris _____ Councilman