

**Charter Communications Franchise Agreement Public Hearing  
&  
Regular Meeting  
of the  
Putnam Town Board**

July 13, 2023, 7PM ~ Putnam Town Hall ~ Zoom

**7:02 Public Hearing Opened**

No comments were received. Supervisor Wilson asked if there were any comments or questions three times, but there were none.

**7:03 Public Hearing Closed**

**7:04 The Regular Meeting of the Putnam Town Board Opened**

Supervisor Darrell Wilson led the Pledge of Allegiance.

**Roll Call**

<b>Members present:</b>	Supervisor	Darrell Wilson
	Councilman	Larry Shiell
	Councilman	Charles Bain Sr.

<b>Absent:</b>	Councilman	Christopher Mallon
	Councilwoman	Carole Schneider

**Others present:** Mary Jane Dedrick (Deputy Clerk, P.O. Box 14), Cee McKenzie (BAR Chair, Budget Officer, 526 Gull Bay Rd), May Drinkwine-Shiell (Resident, 439 County Route 3), Kayla Bennett (Resident, 526 Liddle-Harris Road), Dave Manchester (Resident, 5177 Sagamore Road), Mark Karlson (Resident, Planning Board, 2388 Black Point Way).

**Present via ZOOM:** John Breitenbach (Town Attorney, 2479 Main Street Crown Point, NY 12928), Corey Granger (Resident, Highway Dept. 139 Craig Road),

**Resolution # 58**

**Accept the minutes of the June 8, 2023, Regular meeting**

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

**Resolution #59**

**Accept the Financial reports for the month of June 2023**

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

**Resolution # 60**

**Accept the Town Clerk's report for the month of June 2023**

On motion of Councilman Charlie Bain, seconded by Councilman Larry Shiell all in favor. Resolution unanimously adopted.

**Resolution # 61**

**Accept the Town Justice Report for the month of June 2023**

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

**Resolution #62**

**Pay bills as audited**

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

Resolved, the bills on the following are paid as audited.

General Fund	# 143-178	\$15,925.27
Highway Fund	# 55-68	\$8,552.49
Black Point Sewer Dist.	# 4-5	\$23,909.14

**Correspondence**

Ticonderoga Emergency Squad Inc. 2024 Contract request. (See Attachment)

**Courtesy of the floor**

Dave Manchester approached the Board indicating he felt Putnam needed a new Town Hall to “be proud of”. Mr. Manchester suggested two locations he felt would be suitable for building, also suggesting that money from the CHPE project could be used to fund the project. Supervisor Wilson thanked him for his input.

**Highway Report** (7:12)

Highway Superintendent (HS) Gary Treadway was absent/out working, due to heavy storms circulating in the area that brought torrential rains and high winds causing washouts, debris and fallen trees on local roads. Supervisor Wilson gave an update on the bathroom repairs at Town Hall.

**Planning Board Report**

Chairman Bill Brown was unable to attend due to the weather. Prior to the meeting He gave the Town Clerk two dates for the Town Board to consider for a joint meeting of the Town Board and Planning Board to discuss an enforcement officer. It was decided that Tuesday July 25, 2023, at Town Hall would be acceptable. Although the public is welcome to attend, comments will not be taken during the workshop. Questions and comments about the budget will be entertained later in the budget process.

**Fire Department report**

No report this month.

**Budget Officer Report** (7:15)

Budget Officer Cee McKenzie and the Board set a Budget Workshop to take place immediately following the August 10, 2023, Meeting.

**Old Business**

**Resolution #63**

**Accept the 10-year Franchise Renewal Agreement with Spectrum Northeast LLC. A subsidiary of Charter Communications, Inc.**

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

**Roll Call:**

<b>Supervisor Darrell Wilson</b>	<b>Yes</b>
<b>Councilman Larry Shiell</b>	<b>Yes</b>
<b>Councilman Charlie Bain</b>	<b>Yes</b>

**Absent: Councilwoman Carole Schneider  
Councilman Christopher Mallon**

**Resolution passed by the majority.**

Cemetery Regulations- Councilman Shiell provided a diagram and specifications for the placement of headstones. A discussion about flat stones arose. The discussion will continue next month after Councilman Shiell investigates how flat stones are placed and develops specifications for them as well.

Cummings Park Entrance- Councilman Bain asked about the progress on a new sign and clean up at the Cummings Park entrance. Councilman Bain reviewed a prior discussion about the sign and its design. The sign should look like the Putnam signs at either end of town, but smaller. A discussion about the dilapidated gate and the dead tree at the entrance also took place. Councilman Bain suggested the sign go up where the dead tree is.

2023 Legislative Agenda- Supervisor Wilson reviewed the 2023 Legislative Agenda set by the board at the beginning of the year. Many of the items on the agenda have been addressed. It was agreed the next item on the list to address is the Employee Handbook. Putnam has always deferred to the County's policy. However, during the New York State Comptroller's audit of the Town of Putnam it was brought to the Town's attention that the town needs its own policy. The policy can be modeled after the County's but must be specific to Putnam. The Board will address each section of the policy in the coming months then adopt a final product after development.

**New Business**

Cummings Park Fees- A discussion about fees being charged at Cummings Park while CHPE has their equipment laid out there took place. The consensus was that the town should not charge a fee for the park while the equipment remains there, but a security deposit will still be collected.

**Resolution #64**

**Suspend fees only (keeping security deposit) for the use of Cummings Park while CHPE is occupying space at the park.**

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

Black Point Fire Response- Councilman Shiell advised that he had attended a Board of Fire Commissioners meeting in Ticonderoga. Part of that meeting was a discussion about fire response on Black Point Road. Ticonderoga's department responds to calls on Black Point Road. Ticonderoga's fire department receives no financial assistance from the Town of Putnam even though they are the primary responders on Black Point Road. They are requesting a portion of the fire tax money for their services, which is a line independent of the town budget in the budget document. Town attorney Breitenbach advised that the Ticonderoga Fire Department should make a formal request to the Putnam Town Board at contract time.

**Resolution #65**

**Adjourn the Regular Meeting of the Putnam Town Board**

On motion of Supervisor Wilson, seconded by Councilman Bain; all in favor.  
Resolution passed.

**Town Board/Planning Board joint meeting July 25 at 7PM at the Putnam Town Hall.**

**Next Regular Meeting of the Putnam Town Board August 10, 2023, at 7PM at the Putnam Town Hall and ZOOM.**

**Budget Workshop August 10, 2023, immediately following the Regular Meeting of the Putnam Town Board.**

Respectfully submitted,

Darlene Kerr  
Putnam Town Clerk

Darrell Wilson	_____	Supervisor
Christopher Mallon	_____	Councilman
Carole Schneider	_____	Councilwoman
Larry Shiell	_____	Councilman
Charles Bain Sr.	_____	Councilman



Ticonderoga Emergency Squad, Inc.  
118 Champlain Avenue  
Ticonderoga, NY 12883  
(518) 503-5055



June 29, 2023

Town of Putnam  
14 Putnam Center Road  
Putnam Station, NY 12861

RE: Contract for Ambulance Service for 2024

To Darrell Wilson,

This letter is about providing EMS services to the Town of Putnam for the year 2024. We are requesting for 2024 to provide 24/7 BLS coverage with ALS available if needed for the contract to be set at \$15,500. Due to the increasing cost of medication, supplies, insurance, and many other expenses we are asking for this increase due to these reasons. Operating an EMS agency is very expensive. If you should have any questions or concerns, please reach out to me at 518-304-3080 or email at [ticonderogaemergency6@gmail.com](mailto:ticonderogaemergency6@gmail.com)

Sincerely,

Renee Kennedy  
Operations Manager  
Ticonderoga Emergency Squad