

**End of year 2016
&
2017 Organizational Meeting
Of the
Putnam Town Board**

PUTNAM TOWN BOARD
DECEMBER 29, 2016
4P.M. PUTNAM TOWN HALL

The meeting opened with the auditing of bills.

4:00 Meeting called to order

Highway Superintendent Gary Treadway led the Pledge of Allegiance.

Roll Call

Members present: Supervisor John LaPointe
 Councilman Greg Harris
 Councilman Kevin Hart
 Councilwoman Cathie Burke

Members absent: Councilwoman Shirley Randall

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

Resolution #1

Pay bills as audited

On motion of Councilman Kevin Hart, seconded by Councilwoman Cathie Burke;
Resolution unanimously adopted.

General Fund	# 413-430	\$11,197.08
Highway Fund	# 194-208	\$44,679.33
Cumming Park	# 10-11	\$1865.32

Account Adjustments

Highway equipment 2016 International & Gradall

Increase	DA.5130.02	Machinery Equipment	\$211,895
Increase	DA.5140.4	Brush & Weeds Contractual	\$375

Increase	Appropriated Fund Balance		\$100,000
Decrease	DA.5110.4	General Repairs	\$23,402
Decrease	DA.5112.4	Capital Outlay	\$71,084
Decrease	DA.9010.8	Retirement	\$17,784

General

Increase	A.1110.4	Justice	\$947
Increase	A.1340.1	Budget	\$588
Increase	A.1410.4	Town Clerk	\$150
Increase	A.1420.4	Attorney	\$14,180
Increase	A.1670.4	Central Printing	\$784
Increase	A.1910.1	Insurance	\$1,199
Increase	A.3410.4	Fire Dept.	\$26,844
Increase	A.3510.4	Dog Control	\$733
Increase	A.3610.4	Examining Board	\$605
Increase	A.6510.4	Veterans	\$308
Increase	A.7310.4	Youth	\$200
Increase	A.9030.8	Social Security	\$261
Decrease	A.1990.4	Contingency	\$46,799
Increase	A.1220.4	Supervisor	\$774
Decrease	A.1220.1	Supervisor	\$774
Increase	A.1410.4	Town Clerk	\$2196
Decrease	A.8090.4	Environmental	\$2196
Increase	A.7310.4	Youth	\$13,113
Decrease	A.7310.1	Youth	\$13,113
Increase	A.8160.4	Garbage	\$791
Decrease	A.1640.4	Central Garbage	\$791
Increase	A.1620.4	Buildings	\$34,230
Increase	Appropriated Fund Balance		\$34,230

Resolution #2 Make Account adjustments

On motion of Councilwoman Cathie Burke, seconded by Councilman Kevin Hart; Resolution unanimously adopted.

Salaries for 2017

Supervisor	\$18,842	Paid Monthly
Clerk to the Supervisor	\$23.25	Per Hour
Pay Roll Clerk	\$23.25	Per Hour
Town Justice	\$6546	Paid Monthly
Councilpersons 4 @	\$3,300	Paid Quarterly
Budget Officer	\$11,680	Paid Monthly
Town Clerk	\$20,000	Paid Monthly
Tax Collector	\$5,856	Paid Monthly
Registrar	\$200	Paid Monthly
1 st Deputy Town Clerk	\$5,562	Paid Quarterly + \$16 per hour
Highway Superintendent	\$59,465	Paid Bi-weekly
Department of Public Works	\$7660	Paid Bi-weekly
Town Historian	\$1,000	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	\$12,912	Paid Quarterly
Animal Control Officer	\$600	Paid Annually
Life Guard	\$12.50	Per Hour, Bi-weekly
Highway Crew 2@	\$24.25	Per Hour, Bi-weekly
1@	\$23.25	Per Hour, Bi-weekly
1@	\$21.75	Per Hour, Bi-weekly
Code Enforcement	\$20.00	Per Hour, Monthly
Boat Launch	\$12.00	Per Hour, Bi-weekly

Resolution #3 Accept Salaries for 2017

On motion of Councilman Greg Harris, seconded by Councilman Kevin Hart;
Resolution unanimously adopted.

Resolution # 4

Appoint Registrar, Tax Collector and Records Management Officer for 2017

Appoint Darlene Kerr as Registrar, Tax Collector and Records Management Officer for the year 2017.

Resolution # 5

Appoint Deputy Town Clerk

Authorize the Town Clerk, Tax Collector and Registrar to appoint as Deputy, Mary Jane Dedrick for the year 2017.

Resolution # 6

Designate Bank

Designate Glens Falls National Bank, Ticonderoga branch, as depository for the Town Clerk and Tax Collector for the year 2017.

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 2017.

Resolution # 8

Designate Official Newspaper

Designate the Sun (Times of Ti) to be the official newspaper for the Town of Putnam for the year 2017.

Resolution # 9

Appoint the Budget Officer

Appoint John LaPointe as Budget Officer for the year 2017.

Resolution # 10

Authorize Town Justice

Authorize Susan Johnson to deposit all Town money in the Ticonderoga Federal Credit Union for the year 2017.

Resolution # 11

Appoint the Town Attorney

Appoint John C. Breitenbach Jr. as Town attorney for the year 2017.

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 2017.

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 Cathie Burke as Deputy Supervisor for the year 2017.

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 2017.

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 2017.

Resolution # 17

Appoint Dog Shelter

Enter into a contract for the year 2017 with James Mack, DVM, to use his facilities as a dog shelter for the base fee of \$300.00 per year. Sheltering seized animals at \$27.00 per day, per animal; Euthanasia \$50.00 per animal; Cremation of animals: \$75.00 0-20 pounds; and \$150.00 weighing above 21 pounds. The contract will include rabies clinic(s) for the fee of \$200.00 per clinic plus the cost of supplies and vaccine used.

Resolution # 18

Appoint Planning Board Clerk

Appoint Paula Wilson Clerk to the Planning Board for the year 2017.

Resolution # 19

Appoint Dog Control Officer

Appoint Steve Peters Jr. as Dog Control Officer for the year 2017.

Resolution # 20

Contract for Fire Protection

Enter into a contract with Putnam Volunteer Fire Company for fire protection for the fee of \$87,000.00 for the year 2017, 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 2017, to be paid annually.

Resolution # 22

Appoint Sole Assessor

Appoint William McCarty for the year 2017.

Resolution # 23

Appoint Town Health Officer

Appoint Richard McKeever Town Health Officer for the year 2017.

Resolution # 24

Appoint Republican and Democrat Inspectors

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 which will not exceed \$1100.00 for the year 2017.

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 2017.

Resolution # 27

Authorize the Highway Superintendent to Appoint Deputy

Donald Treadway appointed Deputy Highway Superintendent for the year 2017.

Resolution # 28

Appoint Wildlife Officer

Appoint James Hebert as Wildlife Officer for the year 2017.

Resolution # 29

Appoint Town Historian

Appoint Eileen Greely to the position of Town Historian for the year 2017.

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 2017.

Resolution # 31

Appoint Delegate and Alternate

Appoint Supervisor John LaPointe as Delegate and Town Clerk Darlene Kerr as alternate Delegate to the Association of Town in New York City, February 2017.

Resolution # 32

Appoint Code Enforcement Officer

Appoint William Ball as Code Enforcement Officer for the Town of Putnam in 2017.

Resolution # 33

Blanket Motion to Cover Resolutions for the Organizational Meeting Held December 29, 2016

On motion of Councilman Greg Harris, seconded by Councilman Kevin Hart;
Resolution unanimously adopted.

Planning Board Chairman will be appointed at a later date.

Resolution # 33 (4:40 p.m.)

Motion to adjourn made by Councilwoman Cathie Burke, seconded by Councilman Kevin Hart;
Resolution unanimously adopted.

Meeting closed at 4:40 p.m.

Respectfully submitted,

Darlene Kerr
Putnam Town Clerk

John LaPointe _____ Supervisor

Cathie Burke _____ Councilwoman

Kevin Hart _____ Councilman

Shirley Randall _____ Councilwoman

Greg Harris _____ Councilman