

**Regular Meeting**  
**Of the**  
**Putnam Town Board**

PUTNAM TOWN BOARD  
FEBRUARY 13, 2020  
7P.M. PUTNAM TOWN HALL

**7:00 Meeting called to order**

Councilman Larry Shiell led the Pledge of Allegiance.

**Roll Call**

|                         |            |                    |
|-------------------------|------------|--------------------|
| <b>Members present:</b> | Supervisor | Darrell Wilson     |
|                         | Councilman | Christopher Mallon |
|                         | Councilman | Larry Shiell       |
|                         | Councilman | Charles Bain       |
|                         | Councilman | Greg Harris        |

**Others present:** Gary Treadway (Highway Superintendent, Treadway Lane), Cee McKenzie (BAR Chair, 526 Gull Bay Road), Bob Rudt (Planning Board, 526 Gull Bay Road), May Drinkwine-Shiell (Resident, 439 County Route 3), Bonnie Maiolo (Resident, 211 County Route 3)

**Resolution # 41**

**Accept the minutes of the January 9<sup>th</sup>, 2020 meeting**

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

**Resolution #42**

**Accept the Budget Officer's report for the month of January 2020**

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

**Resolution # 43**

**Accept the Town Clerk's report for the month of January 2020**

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

**Resolution # 44**

**Pay bill as audited**

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

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

|                                |         |             |
|--------------------------------|---------|-------------|
| General Fund                   | # 18-63 | \$19,420.59 |
| Highway Fund                   | # 4-20  | \$21,337.3  |
| Royal Anchorage Sewer District | # 1     | \$2,923.55  |

**Correspondence** (7:04)

None

**Courtesy of the floor** (7:04)

None

**Highway Superintendent Report** (7:05)

Highway Superintendent (HS) Gary Treadway was reported that the stockpiles are holding up well. He went on to report during the last storm they operated with two men absent, and a truck have a radiator fan go and there were also box issues. HS Treadway reported the truck is a 2006 and is in working condition but the box will need maintenance or replacement to remain in service. The new truck is slated to arrive at the dealer in mid-March. The dealer will fit it with equipment. HS Treadway anticipates it will be sometime in May when the truck is delivered to Putnam. HS reported that the crew borrowed a bucket truck from Kingsbury, that truck was allowed the crew to reach higher brush in areas on Liddle-Harris Road. HS Treadway stated it was nice to work safely from a bucket instead of a pole saw from the ground. Supervisor Wilson asked if Kingsbury owned the truck to which HS Treadway replied yes, that Kingsbury purchased the truck sometime last year, that it's a 2007 Verizon truck. Supervisor Wilson asked if Kingsbury was open to loaning it to us again, to which HS Treadway thought they would. Bonnie Maiolo asked if there was any liability insurance on the truck, and, if anyone was injured or the truck damaged who would pay, is it insured? HS Treadway said he'd look into it.

**Planning Board Report** (7:10)

Bob Rudt reported that the Planning Board had met the evening before. Mark Karlson's project was on the agenda. Mr. Karlson's project finally received APA (Adirondack Park Agency) approval after two years, but they had to remove the garage from the plans. This project is being built against the mountain with an engineer's "stamp" on it. The back wall of the house will serve as a retaining wall as well as the back wall of the house. The second project before the board was a subdivision of the Peggy Ives property. The third item the Planning Board discussed was the passage of the Site Plan Review minus the agricultural section. The Planning Board had a discussion regarding what constitutes a farm. Councilman Greg Harris raised the point that it's not likely "agriculture buildings" will be built near the lake. Supervisor Wilson produced a copy of the New York State Agricultural law which defines "agriculture" and "farm". He continued that the New York State Law will govern agriculture, and farming in Putnam. Supervisor Wilson reiterated that farms are exempt from the Putnam Site Plan Review but are not exempt from New York State Agriculture & Markets laws. Mr. Rudt also reported an individual not on the agenda attended for a pre-application informational meeting with the Planning Board.

**Fire Department Report** (7:35)

Supervisor Wilson reported that there was a meeting with the Fire Department, he and Councilman Shiell both attended the meeting. The FD budget was reviewed. Supervisor Wilson also reported that the first check of 2020 was issued to the FD. Councilman Shiell will continue to work with the fire department. Councilman Bain asked how the new roof on the fire department building is performing. Councilman Shiell replied the roof is working well, however there is a problem with snow dumping from the roof in front of the fire truck bay doors, a potentially dangerous situation if the trucks are needed during a period of heavy snow. Supervisor Wilson also mentioned the bay doors at the fire department will need to be serviced soon and that expense was not budgeted for, and that the Town may need to help the fire department with the costs associated with that maintenance should that occur as that'll put the department over budget. There is a projected shortfall for 2020. The Fire Department did get a grand for digital radios

from International Paper, and also marked funds for a truck replacement. Supervisor Wilson also said the contract with the FD needs to be renewed with possible updates, perhaps a multi-year contract.

**Old Business** (7:46)

Supervisor Wilson reviewed the SEQR (State Environmental Quality Review) for the Site Plan Review, it was over looked at the last meeting and didn't get handed out.

**New Business** (7:50)

Supervisor Wilson addressed the board about an annual celebration. Supervisor Wilson went on to say that the Town of Putnam does not currently sponsor an event, there has been some discussion with residents about implementing an annual event. An idea that surfaced is a picnic at Cummings Park sanctioned by the town. Councilman Bain suggested a good date might be the date of the Cummings Park opening/dedication, (August 11, 2018). Supervisor Wilson gave a possible suggestion of calling it "Founder's Day" celebration. He asked the board if they're interested in celebrating the history of Putnam. Councilman Greg Harris joined saying when the Cummings Park opening/dedication took place there were people instrumental to the park's construction that were inadvertently overlooked in the mentions. For instance, the people of Putnam who waited patiently for a decade while the board tried to get a railroad crossing in so the park could be opened, and the Town Attorney John Breitenbach who assisted in getting the crossing completed.

**Resolution #45**

**Develop a plan for an annual Town celebration**

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

Supervisor Wilson discussed a long-term plan for the development of Cummings Park, suggesting a professional be hired to develop a plan for the town. Bob Rudt stated that some kind of draw with universal appeal is needed. Supervisor Wilson said he'll revisit the park development in the near future. The discussion turned to the historian's project. Currently Eileen Greeley is developing a book based on pictures she has of Putnam. The new book would continue where the first Putnam book left off around 1900. The intent of the book is to focus on the areas of Putnam. Supervisor Wilson stated there will be costs to publishing the book. Supervisor Wilson put out an open invitation to anyone who'd like to assist in working on the book, they're welcome.

An IT up-date. After 15 years of use the Town Clerk's computer has become obsolete with Microsoft discontinuing security updates for windows 7 as of January 14<sup>th</sup>, 2020. The computer doesn't have the hard drive capacity to up grade to windows 10. A new desk top computer was purchased for the Clerk's office, and a laptop was purchased for the Supervisor's office. The Clerk and Supervisor will share a license for Office 365. Supervisor Wilson continued that the copier used in the Clerk's office is also aging, and that replacement parts are no longer available. Supervisor Wilson also raised the topic of software and the current needs, asking the Clerk to present the current need. Town Clerk Kerr explained the current software being used to for dog licensing is BAS (Business Automated Systems). The BAS system is also supposed to be used for marriage licensing and bookkeeping, however it proved ineffective in both of those uses, always needing alignment and never performing as described by the developer, for these reasons a manual typewriter and an alternate bookkeeping program have been in use since 2016 when the current clerk entered office. Edmunds who are the purveyor of the BAS program have tried to align the product several times with no success. Edmunds charges \$450 a year for "support". Edmunds is also asking for an additional \$350 to install the program and \$350 for training on the new computer. The Clerk went on to present a new program that is exclusively used for dog licensing. A comparison sheet was given to each board member.

BAS

|                              |              |
|------------------------------|--------------|
| Installation on new computer | \$350        |
| Annual support fee           | \$450        |
| Training fee                 | <u>\$350</u> |
|                              | \$1150       |

BANYON

|                    |              |
|--------------------|--------------|
| Software           | \$695        |
| Annual Support fee | \$195        |
| Training fee       | <u>\$150</u> |
|                    | \$1040       |

**Resolution #46**

**Purchase Banyon Data program for dog licensing**

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

Supervisor Wilson continued bringing the topic of automating the Town’s payroll and bill payment system using a service through Glens Falls National. Supervisor Wilson would like to meet with a Glens Falls National & Trust representative to gather information to present to the board. He has a meeting set up on Friday February 21<sup>st</sup> with a bank representative.

Supervisor Wilson raised the topic of a court clerk. The new Judge would like a clerk. The clerk would get an estimated 10 hours a month. The board questioned the need for a clerk, and the costs associated with hiring a clerk, also questioning what happens down the road when the need isn’t there after the Judge is familiar with the court program. The Town Clerk was the Court Clerk prior to running for Town Clerk. Bob Rudt suggested the Town Clerk temporarily help the judge, since she was already trained, members of the board agreed. The Town Clerk agreed to assist the court on a per diem basis.

**Resolution #47**

**Adjourn the February 13<sup>th</sup>, 2020 Town Board regular meeting**

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

**Regular meeting of the Putnam Town Board adjourned at 8:33 P.M.**

Next Town Board meeting: March 12<sup>th</sup>, 2020 at 7 P.M.

Respectfully submitted,

Darlene Kerr  
Putnam Town Clerk

Darrell Wilson \_\_\_\_\_ Supervisor

Christopher Mallon \_\_\_\_\_ Councilman

Larry Shiell \_\_\_\_\_ Councilman

Charles Bain \_\_\_\_\_ Councilman

Greg Harris \_\_\_\_\_ Councilman