

2023 End of Year & 2024 Organizational Meeting

Of the Putnam Town Board

PUTNAM TOWN BOARD
DECEMBER 28, 2023
6:00 P.M. PUTNAM TOWN HALL & ZOOM

6PM

Meeting called to order

Roll Call

Members present:

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

Others present: Mary Jane Dedrick (Deputy Clerk ,P.O. Box 14), Gary Treadway (Highway Superintendent, Treadway Lane), Kayla Bennett (Resident, 526 Liddle-Harris Road), Cee McKenzie (Budget Officer, BAR Chair, 526 Gull Bay Road), Bill Brown (Planning Board Chair, 17 Charter Brook Ln.), Angela Brown (BAR member, 17 Charter Brook Ln)

Present via ZOOM: Karl Ohly (Resident, 428 County Route 3)

ACCOUNT ADJUSTMENTS GENERAL FUND

<u>TRANSFER</u>	<u>FROM</u>	<u>TO</u>
\$1,800	1990.4 Contingent	1110.1 Justice personal service
\$500	1110.4 Justice Contractual Expenses	1990.4 Contingent
\$10,000	1990.4 Contingent	1220.1 Supervisor Personal Services
\$100	1410.4 Town Clerk Contractual Expenses	7310.4 Youth Program Contractual Exp.
\$3,400	1990.4 Contingent	1620.4 Buildings Contractual
\$2,700	1990.4 Contingent	1640.4 Central Garage Contractual
\$4,000	1990.4 Contingent	3510.4 Control of Dogs Contractual
\$100	1410.4 Attorney Contractual	7310.4 Youth Program Contractual
\$100	1990.4 Contingent	7510.4 Historian Contractual Expenses
\$170	1990.4 Contingent	8020.4 Planning Contractual

Resolution #111

Make Account Adjustments to General Fund

On motion of Councilwoman Carole Schneider, seconded by Councilman Larry Shiell, all in favor.
Resolution unanimously adopted.

ACCOUNT ADJUSTMENTS HIGHWAY FUND

<u>TRANSFER</u>	<u>FROM</u>	<u>TO</u>
\$14,300	5110.4 (\$5,800) Gen. Repair Contractual & 5142.4 (\$8,500) Snow. Removal Contractual	TO: 5110.1 General Repairs Personal Services
\$69,000	5130.2 Machinery Equipment (\$35,000) & 5142.1(\$34,000) Snow Removal Personal Services	TO: 5112.4 Capital Outlay

Resolution #112

Make Account Adjustments to Highway Fund

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

Resolution #113

Pay bills as audited

General Fund	#321-331	\$2,485.21
Highway Fund	#133-137	\$93,547.15
Royal Anchorage Sewer Dist.	#1	\$425.00

Resolution #114 (6:11)

Adjourn End of Year Meeting

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

6:11PM Open the 2024 Organizational Meeting

SALARIES FOR 2024

Supervisor	\$21,000	Paid Monthly
Accounts Clerk	\$24.75	Paid Hourly
Clerk to the Supervisor	\$20.00	Paid Hourly
Town Justice	\$7,750	Paid Monthly
Councilpersons 4 @	\$3,500	Paid Quarterly
Budget Officer	\$6,000	Paid Monthly
Town Clerk	\$35,582	Paid Monthly
Tax Collector	\$6,200	Paid Monthly
Registrar	\$200	Paid Monthly
1 st Deputy Town Clerk	\$7,000	Paid Quarterly
2 nd Deputy Town Clerk	\$16.00	Paid Hourly, Monthly
Highway Superintendent	\$71,788	Paid Bi-weekly
Department of Public Works	\$8,520	Paid Bi-weekly
Town Historian	\$1,500	Paid Annually

Dog Control Officer	\$2,500	Paid Quarterly
/Enumeration	\$1.00	Per Dog
Town Assessor	\$19,200	Paid Monthly
Planning Board Chairman	\$790.00	Paid Annually
Planning Board Member	\$460.00	Paid Annually
Planning Board Clerk	\$6,250	Paid Quarterly
Town Attorney	\$16,000	Paid Quarterly
Animal Control Officer	\$600	Paid Annually
Lifeguard	\$16.00	Paid Hourly, Bi-weekly
Highway Crew 1@	\$28.50	Paid Hourly, Bi-weekly
2@	\$27.50	Paid Hourly, Bi-weekly
1@	\$27.00	Paid Hourly, Bi-weekly
2@	\$15.00	Paid Hourly, Bi-weekly
Boat Launch	\$15.00	Paid Hourly, Bi-weekly

Resolution #115

Accept Salaries for 2024

On motion of Councilman Chris Mallon, seconded by Councilwoman Carole Schneider.

Roll Call:

Councilman Chris Mallon	Yes
Councilwoman Carole Schneider	Yes
Councilman Larry Shiell	Yes
Councilman Charlie Bain	Yes
Supervisor Darrell Wilson	Yes

Resolution unanimously adopted.

Resolution #116

Utilize a blanket motion for slate of Resolutions

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

Resolution unanimously adopted.

Resolution #117

Appoint Registrar, Tax Collector and Records Management Officer for 2024

Appoint Darlene Kerr as Registrar, Tax Collector and Records Management Officer for the year 2024.

Resolution # 118

Appoint Deputy Town Clerk

Authorize the Town Clerk, Tax Collector and Registrar to appoint as Deputy, Mary Jane Dedrick for the year 2024.

Resolution #119

Appoint 2nd Deputy Clerk

Authorize The Town Clerk, Tax Collector and Registrar to appoint a second Deputy Clerk for the year 2024.

Resolution #120

Designate Bank

Designate Glens Falls National Bank, Ticonderoga branch, as depository for the Town Clerk and Tax Collector for the year 2024.

Resolution #121

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 in the year 2024.

Resolution #122

Designate Official Newspaper

Designate the Sun (Times of Ti) to be the official newspaper for the Town of Putnam for the year 2024.

Resolution #123

Appoint the Budget Officer

Appoint Cecilia McKenzie as Budget Officer for the year 2024.

Resolution #124

Authorize Town Justice

Authorize Hon. Alice Forbes to deposit all Town money in the Glens Falls National Bank & Trust for the year 2024.

Resolution #125

Appoint the Town Attorney

Appoint Robert Winn as Town Attorney for the year 2024.

Resolution #126

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 2024.

Resolution #127

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 #128

Appoint Deputy Supervisor

Authorize the Supervisor to appoint Carole Schneider as Deputy Supervisor for the year 2024.

Resolution #129

Authorize Mileage Payment

Set reimbursement for mileage at the 2024 Federal rate of \$.67 cents per mile to all authorized persons for Town business for the year 2024.

Resolution #130

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 2024.

Resolution #131

Appoint Planning Board Clerk

Appoint Paula Wilson Clerk to the Planning Board for the year 2024.

Resolution #132

Appoint Planning Board Chair

Appoint William Brown as Planning Board Chair for the year 2024.

Resolution #133

Appoint Dog Control Officer

Appoint Nancy Quell as Dog Control Officer for the year 2024.

Resolution #134

Kennel Agreement

Enter an agreement for kenneling with Nancy Quell for the year 2024.

Resolution #135

Contract for Fire Protection

Enter a contract with Putnam Volunteer Fire Company for fire protection for the fee of \$168,482 for the year 2024.

Resolution #136

Ambulance Service

Enter into a contract with Ticonderoga Emergency Squad for Ambulance Service for the fee of \$15,500 for the year 2024, to be paid annually.

Resolution#137

Appoint Sole Assessor

Appoint William McCarty for the year 2024.

Resolution #138

Appoint Town Health Officer

Appoint Richard McKeever Town Health Officer for the year 2024.

Resolution #139

Authorize Supervisor to apply for State Aid

Authorize the Supervisor to apply for the matching State Aid for the year 2024.

Resolution #140

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 2024.

Resolution #141

Authorize the Highway Superintendent to Appoint Deputy

Authorize the Highway Superintendent to appoint Donald Treadway Deputy Highway Superintendent for the year 2024.

Resolution #142

Appoint Wildlife Officer

Appoint Rusty Moore as Wildlife Officer for the year 2024.

Resolution #143

Appoint Town Historian

Appoint Eileen Greeley to the position of Town Historian for the year 2024.

Resolution #144

Contract with Ti Youth Commission

Enter a contract with Ticonderoga Youth Commission for the sum of \$1,000.00 annually, for the year 2024.

Appoint Delegate and Alternate

No Delegates this year.

Resolution #145

Appoint Code Enforcement Officer

Appoint Washington County as Code Enforcement for the Town of Putnam in 2024.

Resolution #146

Enter Annual Agreement with Adirondack Park Local Government Review Board for 2024

Enter into an Agreement with Adirondack Park Local Government Review Board for the sum of \$300

Resolution #147

Blanket Motion for Resolutions 117-146

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

Resolution #148 (6:31)

Motion to adjourn

On motion of Supervisor Wilson, seconded by Councilman Chris Mallon.

The meeting closed at 6:31 P.M.

Respectfully submitted,

Darlene Kerr
Putnam Town Clerk

Darrell Wilson _____ Supervisor

Christopher Mallon _____ Councilman

Larry Shiell _____ Councilman

Carole Schneider _____ Councilwoman

Charles Bain Sr. _____ Councilman