

2022 End of Year & 2023 Organizational Meeting Of the Putnam Town Board

PUTNAM TOWN BOARD
DECEMBER 30TH, 2022
4:00 P.M. PUTNAM TOWN HALL

4PM

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), Gary Treadway (Highway Superintendent), Nancy Treadway (Resident), Bill Brown (Planning Board Chair)

ACCOUNT ADJUSTMENTS GENERAL FUND

<u>TRANSFER</u>	<u>FROM</u>	<u>TO</u>
\$200	1110.4 Justice Contractual	1110 Justice Other
\$10,000	1220 Supervisor Other	1220.1 Supervisor Personal Services
\$5,000	1340.1 Budget Officer Personal Services	1620.4 Buildings Contractual Expenses
\$2,200	1340.1 Budget Officer Personal Services	1410.1 Town Clerk Personal Services
\$200	1340.4 Budget Officer Contractual Expenses	1420.4 Attorney Contractual Expenses
\$200	1340.1 Budget Officer Contractual Expenses	1410.4 Town Clerk Contractual Expense
\$100	1910.1 Unallocated Insurance	1920.2 Municipal Association Dues
\$11,000	1990.4 Contingent	1220.1 Supervisor Personal Services
\$4,100	1990.4 Contingent	1220.4 Supervisor Contractual Expenses
\$2,000	1990.4 Contingent	1670.4 Central Printing & Mail Contract
\$5,000	1990.4 Contingent (correction from FD line)	1640.4 Central Garage Contractual
\$10	1990.4 Contingent	5010.1 Sup. Highways Personal. Serv.
\$400	1990.4 Contingent	6510.4 Veteran's Services Contractual
\$2,000	1990.4 Contingent	7310.1 Youth Program Personal Serv.
\$7,700	1990.4 Contingent	7310.4 Youth Program Contractual
\$1000	8160.4 Refuse and Garbage	8090.4 Environmental Control Contract.
\$5,100	1990.4 Contingent	9030.8 Social Security
\$2,500	1990.4 Contingent	9060.8 Medical Insurance

Resolution #137

Make Account Adjustments to General Fund

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

ACCOUNT ADJUSTMENTS HIGHWAY FUND

<u>TRANSFER</u>	<u>FROM</u>	<u>TO</u>
\$700	5110.4 General Repairs Contractual	5110.1 General Repairs Personal Serv.
\$150	5142.1 Snow Removal Personal Services	5130.4 Machinery Contractual Expense
\$4,500	5142.4 Snow Removal Contractual	5140.4 Brush & Weeds Contractual Exp

Resolution #138

Make Account Adjustments to Highway Fund

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

Resolution #139

Pay bills as audited

On motion of Councilman Mallon, seconded by Councilwoman Schneider

General Fund	#318-338	\$5,616.08
Highway Fund	#149-153	\$6,825.04
Royal Anchorage	#4	\$4,578.50

Resolution #140

Adjourn End of Year Meeting & Open the 2023 Organizational Meeting

On motion of Councilman Bain, seconded by Councilwoman Schneider

SALARIES FOR 2023

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	\$34,844	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	\$70,380	Paid Bi-weekly
Department of Public Works	\$8,520	Paid Bi-weekly
Town Historian	\$1,200	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	\$6,100	Paid Quarterly
Town Attorney	\$16,000	Paid Quarterly
Animal Control Officer	\$600	Paid Annually
Lifeguard	\$16.00	Paid Hourly, Bi-weekly
Highway Crew 3@	\$26.50	Paid Hourly, Bi-weekly

1@	\$25.00	Paid Hourly, Bi-weekly (\$25.50 on anniversary 5/3/23)
1@	\$14.20	Paid Hourly, Bi-weekly
Boat Launch	\$14.20	Paid Hourly, Bi-weekly

Resolution #141

Accept Salaries for 2023

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

Resolution #142

Utilize a blanket motion for Resolutions #143 through #172

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

Resolution #143

Appoint Registrar, Tax Collector and Records Management Officer for 2023

Appoint Darlene Kerr as Registrar, Tax Collector and Records Management Officer for the year 2023.

Resolution # 144

Appoint Deputy Town Clerk

Authorize the Town Clerk, Tax Collector and Registrar to appoint as Deputy, Mary Jane Dedrick for the year 2023.

Resolution #145

Appoint 2nd Deputy Clerk

Authorize The Town Clerk, Tax Collector and Registrar to appoint a second Deputy Clerk.

Resolution # 146

Designate Bank

Designate Glens Falls National Bank, Ticonderoga branch, as depository for the Town Clerk and Tax Collector for the year 2023.

Resolution #147

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.

Resolution # 148

Designate Official Newspaper

Designate the Sun (Times of Ti) to be the official newspaper for the Town of Putnam for the year 2023.

Resolution # 149

Appoint the Budget Officer

Appoint Cecilia McKenzie as Budget Officer for the year 2023.

Resolution # 150

Authorize Town Justice

Authorize Hon. Alice Forbes to deposit all Town money in the Glens Falls National Bank & Trust for the year 2023.

Resolution # 151

Appoint the Town Attorney

Appoint John C. Breitenbach Jr. as Town Attorney for the year 2023.

Resolution # 152

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 2023.

Resolution # 153

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 # 154

Appoint Deputy Supervisor

Authorize the Supervisor to appoint Christopher Mallon as Deputy Supervisor for the year 2023.

Resolution # 155

Authorize Mileage Payment

Set reimbursement for mileage at the 2023 Federal rate of \$65.5 cents per mile to all authorized persons for Town business for the year 2023.

Resolution # 156

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 2023.

Resolution # 157

Appoint Planning Board Clerk

Appoint Paula Wilson Clerk to the Planning Board for the year 2023.

Resolution #158

Appoint Planning Board Chair

Appoint William Brown as Planning Board Chair for the year 2023.

Resolution # 159

Appoint Dog Control Officer

Appoint Melissa Brown as Dog Control Officer for the year 2023.

Resolution # 160

Kennel Agreement

Enter into an agreement for kenneling with Melissa Brown for the year 2023.

Resolution # 161

Contract for Fire Protection

Enter into a contract with Putnam Volunteer Fire Company for fire protection for the fee of \$165,178 for the year 2023.

Resolution # 162

Ambulance Service

Enter into a contract with Ticonderoga Emergency Squad for Ambulance Service for the fee of \$10,500 for the year 2023, to be paid annually.

Resolution# 163

Appoint Sole Assessor

Appoint William McCarty for the year 2023.

Resolution # 164

Appoint Town Health Officer

Appoint Richard McKeever Town Health Officer for the year 2023.

Resolution # 165

Authorize Supervisor to apply for State Aid

Authorize the Supervisor to apply for the matching State Aid for the year 2023.

Resolution # 166

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 2023.

Resolution # 167

Authorize the Highway Superintendent to Appoint Deputy

Donald Treadway appointed Deputy Highway Superintendent for the year 2023.

Resolution # 168

Appoint Wildlife Officer

Appoint James Hebert as Wildlife Officer for the year 2023.

Resolution # 169

Appoint Town Historian

Appoint Eileen Greeley to the position of Town Historian for the year 2023.

Resolution # 170

Contract with Ti Youth Commission

Enter into a contract with Ticonderoga Youth Commission for the sum of \$1,000.00 annually, for the year 2023.

Appoint Delegate and Alternate

No Delegates this year.

Resolution # 171

Appoint Code Enforcement Officer

Appoint Washington County as Code Enforcement for the Town of Putnam in 2023.

Resolution # 172

Enter Annual Agreement with Adirondack Park Local Government Review Board for 2023

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

Resolution # 173

Blanket Motion for Resolutions 143-172

On motion of Councilman Mallon, seconded by Councilwoman Schneider.

Resolution # 174 (5:04 P.M.)

Motion to adjourn

Motion to adjourn made by Councilwoman Schneider, seconded by Councilman Bain; All in favor.
Resolution unanimously adopted.

Meeting closed at 5:04 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