

The Long Lake Town Board held a Public Hearing for Local Law No. 2 of 2022 “Long Lake Town Local Law Establishing a Local Government Code Enforcement Program” at 7:00pm at the Long Lake Town Hall.

Roll Call: Members present:

Clay J. Arsenault	Supervisor
Thomas L. Donnelly	Councilman
Richard B. Dechene	Councilman

Members Absent:

Dean H. Pohl, Councilman
Clark J. Seaman, Councilman

There was a quorum to conduct the business of the Long Lake Town Board.

Supervisor Arsenault opened the public hearing at 7:00pm, he asked if anyone from the Board or the Public had any comment.

With no comments from the Board or the Public, Supervisor Arsenault closed the public hearing at 7:02pm.

A regularly scheduled meeting of the Town Board of Long Lake, Hamilton County, New York was held December 28, 2022 at the Long Lake Town Hall at 07:04 PM and called to order with the Pledge of Allegiance to the Flag of the United States of America. Five people attended.

Motion by Richard Dechene, seconded by Thomas Donnelly to accept November’s minutes as submitted.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye

Motion by Clay Arsenault, seconded by Thomas Donnelly to pay encumbrances as listed on Abstract 12, December 2022.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye

Bills as listed on abstract

Audit of Claims

General Fund #A854 – A929	in the amount of	\$150,063.92
Highway Fund #D203 – D226	in the amount of	53,914.69
Water District 1 #SW1105- SW1108	in the amount of	652.35
Water District 2 #SW2220 - SW2239	in the amount of	83,068.81

SUPERVISOR’S REPORT

Revenue and Expenditure Reports were in Board’s Packets for review.

Matt Newby has been working with multiple IT companies to get quotes and figure out what the best option would be for the Town of Long Lake. Matt has narrowed it down to one company, this is the same company that the Town hopes to use for the new phone system. The quote will hopefully be presented at January’s meeting.

Supervisor Arsenault wished to acknowledge and thank Paul Wilson for all his hard work and his ability to go above and beyond in his short time working for the Town of Long Lake. Paul’s response to the accident at the Transfer Station has shown his extreme care, insight, and dedication to the safety of the Town employees and residents alike. Paul helped with the layouts and coordination of the safety fences at the Long Lake Transfer Station. Paul has worked many hours in implementing the new payroll system, and has helped employees to navigate through it as well. Supervisor Arsenault thanked Paul for all his hard work and dedication to the Town of Long Lake.

The “Little Bus” is starting to have major issues, the radiator and transmission lines are leaking and need to be replaced, this will be a costly or almost impossible to do in-house since this is a custom bus. The bus is a 2015 and has 50,000 miles on it, the undercarriage is rusted and in rough shape. Supervisor Arsenault emphasized that the Board should consider replacing the “Little Bus” possibly with a van that is not custom so repairs and maintenance are less costly.

The New York State DEC is planning an early closing date for the following campgrounds located within the Town of Long Lake; Browns Tract Pond, Forked Lake, Golden Beach, and Tioga Point, there are other campgrounds in the County that are on the early closing list. Supervisor Arsenault has emailed and called Region 5 Director, Jo Zalewski and has not received a response back yet. The County passed a resolution opposing the early closing of campgrounds, and Jim Tedisco from the 49th Senate District, Robert Smullen from the 118th

Assembly District and Mark Walczyk from the 116th Assembly District have all signed a letter and sent it to Basil Seggos, Commissioner of the DEC requesting a full restoration of the mid-October closing dates at campgrounds in Hamilton County.

Alex Roalsvig provided a Parks and Recreation report to the Board, a few highlights of the report are; the new snowmobile that was ordered in March 2022 is slated to arrive the 2nd week of January 2023.

NYS DEC has said there will be absolutely NO GROOMING on the 7th Lake Trail.

Alex provided a quote on a new groomer, since Chad's groomer is 14 years old and is needing more maintenance, the price quote came in at \$282,190 from Mohawk Industrial Werks/Pisten Bully.

Notice was given to the Town that they did not receive the EPF grant for the Mt. Sabattis area.

Supervisor Arsenault and Matt Newby had a preliminary meeting with Tom McCarthy from REV Renewables, REV is contracting with National Grid to build the battery backup in Raquette Lake. REV is working with the APA and the County to determine the most efficient way to run the lines with the least amount of permitting. REV and National Grid are working on a community communication plan.

Bonadio, the Town's accountants have completed and filed the 2021 AUD.

A letter of resignation from Hunter Larabee was included in the Board's packets, Hunter's last day with the Town Highway was December 17, 2022.

AGENDA

RESOLUTION ADOPTING LOCAL LAW NO. # 2 OF 2022, LONG LAKE TOWN LOCAL LAW ESTABLISHING A LOCAL GOVERNMENT CODE ENFORCEMENT PROGRAM

**LONG LAKE TOWN BOARD - TOWN OF LONG LAKE, HAMILTON COUNTY, NEW YORK
Resolution of December 28, 2022, at a Duly Noticed Regular Meeting**

Authorizing Adoption of Local Law No. # 2 of 2022

WHEREAS, on November 30, 2022, a resolution was duly adopted by the Town Board of the Town of Long Lake ORDERING a public hearing to be held by said Town Board on Wednesday, December 28, 2022, at 7:00 pm, at the Town Hall, Long Lake, New York to hear and receive written comment of all interested parties on a proposed Local Law entitled "**Long Lake Town Local Law Establishing a Local Government Code Enforcement Program,**" and

WHEREAS, notice of said public hearing was duly advertised in *Glens Falls Post Star*, the official newspaper of said Town, on December 7, 2022, and

WHEREAS, notice of said public hearing was duly advertised in *Hamilton County Express*, a newspaper of general circulation within the Town, on December 7, 2022, and

WHEREAS, notice of said public hearing was posted at various locations within the Town and made available on the Town's public web site, and

WHEREAS, said public hearing was duly held on Wednesday, December 28, 2022, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof, and

WHEREAS, the public was invited to submit any written comment prior to board action to consider the proposed law, and

WHEREAS, pursuant to 6NYCRR Part 617 of the implementing regulations pertaining to article 8 State Environmental Quality Review Act (SEQRA) it has been determined by the Town Board that adoption of the proposed Local Law would not have a significant effect upon the environment and is exempt from further environmental review pursuant to 6 NYCRR Section 617.5 (c)(20) as a "routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment" and could be processed by other applicable governmental agencies without further regard to SEQRA, and

WHEREAS, the Town Board of the Town of Long Lake, after due deliberation, finds it in the best interest of said Town to adopt said Local Law.

NOW, THEREFORE, BE IT RESOLVED:

1-Local Law No. # of 2022 entitled “**Long Lake Town Local Law Establishing a Local Government Code Enforcement Program,**” is hereby adopted pursuant to the New York State Uniform Fire Prevention and Building Code (the Uniform Code), the State Energy Conservation Construction Code (the Energy Code), Article IX of the State Constitution, and Section 10 of the Municipal Home Rule law.

2- The Town Clerk is authorized and directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Long Lake, and to give due notice of the adoption of said Local Law to the Secretary of State of New York.

Motion by Clay Arsenault, seconded by Thomas Donnelly to adopt Local Law No. 2 of 2022.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye

APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF LONG LAKE SUPERVISOR, TOWN OF LONG LAKE HIGHWAY SUPERINTENDENT, AND TOWN OF LONG LAKE WATER SUPERINTENDENT

Purpose:

The purpose of this Memorandum of Understanding (MOU) is to specify the relationship between: 1) Town Supervisor, as the chief town officer responsible for all general fund and district funded operations for the Town of Long Lake;

2) Water Superintendent, who reports to the Town Supervisor but has operational and supervisory responsibilities with respect to both the Long Lake Water District #2, and Raquette Lake Water District #1;

3) Town Highway Superintendent, who is responsible for all Highway fund operations and the operations of the Town Highway Department; and,

4) Matthew Laplant, a Town of Long Lake employee who, pursuant to this MOU shall divide his work hours and be subject to a shared supervision structure as set forth in this MOU according the anticipated seasonal work requirements within the Town.

Preamble:

The Town currently employs Matt Laplant as a seasonal Highway Mechanical Equipment Operator (MEO) and Water Department Laborer. For the last two years he has worked enough time as a seasonal to be eligible for unemployment benefits when he is not on the payroll. Both the Town and Mr. Laplant would benefit from converting the employment arrangement from seasonal employee status to full-time employment status. Mr. Laplant's work services are required by both the Water Department and the Highway Department.

There is increasing need for more flexible arrangements with employees in the Town to better serve the taxpayers while being fair and equitable to the employees. Thus, this MOU represents a combined effort to move away from rigid seasonal employment arrangements. The Town has no known agreement practice to accomplish the stated objectives. However, the signatory parties have exchanged views and information and proposals in good faith which has resulted in this text of the MOU. The discussion included: wages, hours, and other terms and conditions of employment.

Article 1 Agreement

The provisions contained herein constitute a multi-lateral binding agreement by and between the Town Supervisor of the Town of Long Lake ("Town"), the Town Water Superintendent of the Town of Long Lake, the Town Highway Superintendent of the Town of Long Lake, and Matthew Laplant.

Article 2 Civil Service

The agreements set forth in the MOU shall in no way limit the protections of Civil Service Law, or of the policies set forth in the Town of Long Lake Employee Handbook (Handbook). Protections under Section 75 of the Civil Service Law will be administered as detailed below. Nor does the MOU establish any rights for the employee beyond those already established under law or the Town Employee Handbook (Handbook (and established Town Board policies applicable to all employees.

Article 3 Terms of Agreement

3.1 Mr. Laplant shall commence employment with the Town as a Water Department Trainee, Grade 5, Step 5 in 2022. Provided other terms of this MOU are operative, Mr. Laplant shall be advanced by the Town to a grade of step 6 effective January 1, 2023. Effective upon the approval of the Town Board, Mr. Laplant shall be deemed a full-time employee, and thus eligible for all benefits offered by the Town to its full-time employees as outlined in the Handbook.

3.2 Furthermore, as the holder of a Class A CDL, Mr. Laplant is eligible for six months of the \$0.75 cents an hour stipend as established by the Town Board in the 2023 Final Budget. This stipend will be paid for six months, or \$780 for 1040 hours, for both his actual and potential service to the highway department for use of his CDL license.

3.3 Mr. Laplant will work under the job description of Water Department Trainee. He is required to obtain and maintain certification, and additional education, to move toward becoming a Fully Certified Water Plant Operator.

3.4 Mr. Laplant will be hired as a Water Department Employee. He will work under the supervision of the Water Superintendent and the Town Supervisor between the dates **April 1 – November 30**. He will work under the supervision of the Town Highway Superintendent from **December 1 – March 31**. The Town Highway Superintendent may request additional dates for Mr. Laplant to work for the Town Highway Department. If approved by the Town Water Superintendent and Town Supervisor, Mr. Laplant will be required to work these additional dates for the Town Highway Department. Mr. Laplant will be compensated at the same rate for the entire year.

3.5 The Water Department Superintendent and Town Highway Superintendent shall be responsible monitoring and ensuring that authorized overtime hours are limited to the budgeted amounts for Fiscal Year 2023. Under the budget Mr. Laplant shall be allotted up to 45 overtime hours for service to the Town Highway Department; up to 10.5 overtime hours for Raquette Lake Water District #1; and up to 94.5 overtime hours for Long Lake Water District #1. Both the Water Superintendent and Highway Superintendent may require Mr. Laplant to work the scheduled paid holidays during the year for their respective programmatic areas. Compensation shall be according to the Town Policy.

3.6 Mr. Laplant is deemed to be subject to NYS Civil Service Law. Disciplinary and other employer actions for Mr. Laplant is governed by the provisions of sections 75, 75-b, 76, and 77 of the Civil Service Law are to be administered by the Town Supervisor as advised by the Water Superintendent, Town Highway Superintendent, and Town Attorney.

3.7 It is acknowledged that the Town Board has the authority to eliminate this job position at any time, at its sole discretion. The Town Board also has the authority, in its discretion to set and modify budgeted overtime hours for this position.

3.8 If at any time a party of this MOU finds this MOU, work performance, work conditions and work terms untenable then the dispute resolution procedure shall first include the notification to the Town Supervisor of a dispute. There upon the Town Supervisor shall attempt to mediate and resolve dispute. If resolution is not then reached, all parties agree to seek final accord under the review of the Town Board. This provision does not purport to in any way circumscribe the employee's civil rights, including any whistle blower rights under law

Article 4 Understanding of Agreement

The terms and conditions set forth in this MOU represent the full and complete understanding between the parties hereto. The terms and conditions may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written amendment executed according to the provisions of the MOU.

Article 5 Modification

Except as otherwise provided herein, no changes or modifications shall be effective for the duration of this MOU unless such modification shall be made by mutual consent in writing.

Article 6 Term

This MOU shall have a one-year term: December 1, 2022, to December 31, 2023. It may be renewed annually thereafter in writing subject to Town Board budgetary authorization.

Article 7 Effective Date

Upon execution, this MOU shall be submitted to the Town Board. It shall not be deemed Effective until it is ratified by Town Board Resolution.

Motion by Clay Arsenault, seconded by Thomas Donnelly to approve the MOU between the Town Supervisor, Highway Superintendent, and Water Superintendent.

Discussion:

Thomas Donnelly asked why the employee was only able to receive 6 months of the Class A CDL stipend and not the full 12 months.

Supervisor Arsenault replied that the stipend is only for highway employees right now and since the employee is only working for the highway a few months out of the year he is only eligible to receive a partial stipend. He also commented that his office is working on a draft to change the stipend criteria so other departments who utilizes their class A or B CDL for the Town will receive a stipend.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye

RESOLUTION TO ADOPT AN UPDATED TOWN ETHICS POLICY

Supervisor Arsenault informed the Board that this resolution has not been finalized with the Town Attorney and asked for it to be tabled.

Motion by Supervisor Arsenault, seconded by Thomas Donnelly to table the resolution to update the Town ethics policy due to finalization by the Town Attorney.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye

APPROVE FIVE-YEAR AGREEMENT BETWEEN WARREN-HAMILTON COUNTIES OFFICE OF THE AGING AND THE TOWN OF LONG LAKE

Supervisor Arsenault said the agreement is for five-years and nothing other than dates seem to have changed.

Motion by Richard Dechene, seconded by Thomas Donnelly to approve the agreement between Warren-Hamilton Counties Office of the Aging and the Town of Long Lake.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye

*CLERK'S NOTE: The agreement is available for review at the Clerk's Office during regular business hours.

RESOLUTION TO APPROVE THE CONTRACT BETWEEN THE NORTHERN FOREST CENTER AND THE TOWN OF LONG LAKE

CONTRACT:

This Contract made and entered into this 28th day of December, in the year of 2022, by and between the **Town of Long Lake**, a municipal corporation, duly organized and existing under the laws of the State of New York, party of the first part, and the **Northern Forest Center** a not-for-profit corporation existing under the laws of the State of New York, with principal offices in Saranac Lake, New York, hereinafter referred to as "Northern Forest" party of the second part.

WITNESSETH:

WHEREAS, The Town Board of the Town of Long Lake did provide in its 2022 budget an appropriation in the amount of \$750 to be paid from Account No. A00-1010.4 for Northern Forest, and

NOW, THEREFORE, it is mutually understood and agreed as follows:

- 1) The Town Board of the Town of Long Lake pursuant to the 2022 Adopted Budget agrees to allocate the sum of \$750 to the Party of the Second Part which constitutes the Town's full obligation with regard to this Contract and all consequences arising there from, said contract to run for the calendar year of 2022.
- 2) The Northern Forest Center agrees to use the funds to further its vision of a vibrant Northern Forest Region from NY to Maine. They will help promote Long Lake in their mission to create bold possibilities that give rise to vibrant Northern Forest communities. They will continue to promote the forest industries of Long Lake and other communities in the Northern Forest Region, provide a network to support communities in building recreational forest trails and other uses, and to help address the issue of affordable housing.
- 3) The Party of the Second Part agrees to use said funds per their budget request for funds. A Year-end report must be filed within 60 days of the close of the corporation's fiscal year if requested by the Long Lake Town Budget Officer.

In Witness Whereof, the parties have hereunto set their hands and seal the day and year as written.

**RESOLUTION APPROVING THE 2022 CONTRACT WITH THE
Northern Forest Center
BY THE TOWN BOARD OF THE TOWN OF LONG LAKE**

WHEREAS: The Northern Forest Center is a not-for-profit corporation committed to forging deep partnerships and securing resources to support jobs, conserve forestland and strengthen communities in the region. All services being available to the Town of Long Lake, and

WHEREAS: the sum of \$750 was appropriated in the 2022 Town of Long Lake Budget in Account No. A1010.4 for payment to the Northern Forest Center,

NOW, THEREFORE, BE IT RESOLVED: That the Town Board of the Town of Long Lake hereby authorizes the Supervisor to enter into a contract with the Northern Forest Center for the purpose of promoting the forest industries of Long Lake and other communities in the Northern Forest Region, providing a network to support communities in building recreational forest trails and other uses, and to help address the issue of affordable housing; and paying the amount of \$750 which represents the Town's share for 2022:

Motion by Thomas Donnelly, seconded by Richard Dechene to approve the contract between the Northern Forest Center and the Town of Long Lake.

Adopted: Clay J. Arsenault Aye
Thomas L. Donnelly Aye
Richard B. Dechene Aye

APPROVE AGREEMENT WITH TWINSTATES TECHNOLOGIES TO PROVIDE V.O.I.P. PHONE SERVICE AND EQUIPMENT

Supervisor Arsenault asked the other Board Members if this item could be tabled so a little more research and pricing can be done.

Motion by Richard Dechene, seconded by Thomas Donnelly to table the above item until more research can be done.

Adopted: Clay J. Arsenault Aye
Thomas L. Donnelly Aye
Richard B. Dechene Aye

COUNCLIMAN COMMENTS

Richard Dechene would like to see the sledding hill groomed if possible.

Supervisor Arsenault would ask Alex if it is something Chad or Erik could do.

Thomas Donnelly wished all a safe and happy New Year.

Supervisor Arsenault wanted to add that the parks and rec department will add an afternoon garbage pick-up at the beach and other Town garbage cans to help stop the bears from making a mess in the summer 2023.

PUBLIC COMMENT

No comments from the public.

Motion by Clay Arsenault, seconded by Richard Dechene to move to executive session at 7:38pm to discuss legal matters with the Town's Assessor. James Bateman, Town of Long Lake's Sole Assessor was invited to stay for the executive session by Supervisor Arsenault.

Adopted: Clay J. Arsenault Aye
 Thomas L. Donnelly Aye
 Richard B. Dechene Aye

Motion by Clay Arsenault, seconded by Thomas Donnelly to return to regular session with no action having been taken in executive session at 8:12 PM.

Adopted: Clay J. Arsenault Aye
 Thomas L. Donnelly Aye
 Richard B. Dechene Aye

Motion by Clay Arsenault, seconded by Thomas Donnelly to adjourn at 8:12 PM.

Adopted: Clay J. Arsenault Aye
 Thomas L. Donnelly Aye
 Richard B. Dechene Aye

Attested by: _____

Amber L. Wamback, Deputy Town Clerk