

The regularly scheduled meeting of the Town Board of Long Lake, Hamilton County, New York was held January 25, 2023 at the Long Lake Town Hall at 07:10 PM. Roll Call and The Pledge of Allegiance to the Flag of the United States of America, and a prayer by Councilman Clark Seaman was conducted at the opening of the Organizational meeting at 7:00PM, January 25, 2023. Four people were in attendance.

Motion by Richard Dechene, seconded by Thomas Donnelly to accept December 2022’s minutes as submitted.

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

Motion by Richard Dechene, seconded by Clark Seaman to pay encumbrances as listed on Abstract 1 of January 2023.

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

Bills as listed on abstract

Audit of Claims

General Fund #A001 – A076	in the amount of	\$312,444.30
Highway Fund #D001 – D012	in the amount of	79,846.03
Water District 1 #SW1001- SW1009	in the amount of	1,623.48
Water District 2 #SW2001 - SW2022	in the amount of	22,711.97
Capital Projects #HRL 01	in the amount of	647.50

SUPERVISOR’S REPORT

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

The annual employee safety training was held on December 6, 2022 at the Town Hall from 11AM-1PM, the training was recorded and is available for employees that were not able to make it to the meeting and for future employees on the Town website.

The Town received a notice of an APA permit application for the National Grid Subdivision in Raquette Lake. The application does not specify what the project is for.

Alex Roalsvig, Director of Parks and Recreation received an unannounced ATF visit that occurred on January 17th. The ATF upgraded Alex from an employee possessor to a responsible person with more responsibility and administrative duties associated with the ATF Federal License of Charles Farr.

Pat Benton sent the Board a “Thank You” card for the support for “Neighbors to Neighbors Christmas Dinner”, this program helps seniors in the community around the holidays.

OLD BUSINESS

RESOLUTION AUTHORIZING ADOPTION OF CODE OF ETHICS OF 2023 FOR THE TOWN OF LONG LAKE

This 14-page resolution is available for review on the Town of Long Lake’s website, *MYLONGLAKE.COM* or in person at the Long Lake Town Clerk’s Office.

Motion by Clark Seaman, seconded by Richard Dechene to approve the Resolution Authorizing Adoption of Code of Ethics of 2023 for the Town of Long Lake.

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

NEW BUSINESS

RESOLUTION PASSING THE AGREEMENT BETWEEN THE TOWN OF LONG LAKE AND THE LOCAL GOVERNMENT REVIEW BOARD

The agreement made January 25, 2023 between the town of Long Lake, hereinafter referred to as the TOWN, and the Adirondack Park Local Government Review Board, a Board duly organized and existing pursuant to the provisions of 803-a of the Executive Law of the State of New York, acting by and through its duly appointed members, hereinafter referred to as the Review Board.

Whereas, the Review Board was created by the Legislature of the State of New York and is composed of representative appointed by the county legislature of the counties lying in whole or in part within the Adirondack Park; and

Whereas, the Legislature of the State of New York has provided only partial funding for the Review Board to preform its statutory function as outlined in Executive Law 803-a; and

Whereas, the Town has authorized an appropriation in the sum of Three Hundred Dollars (\$300) in support of the work of the Review Board in representing the interests of the local governments of the Adirondacks; and

Now, Therefore, it is agreed as follows:

1. The Town agrees to pay to the Review Board the sum of Three Hundred Dollars (\$300) for the services of the Review Board in representing the Town in matters relating to the Adirondack Park.
2. The Review Board agrees to provide to the Town the benefit of its services, including but not limited to, attendance at all meetings of the Adirondack Park Agency, attendance and participation at public hearings conducted by the Adirondack Park Agency on projects under review by said Agency, periodic reports on the activities of the Adirondack Park Agency to the Supervisor of the Town, especially as such activities affect the residents of the Town and generally to report on the administration and enforcement of the Land Use and Development Plan set forth in the Executive Law of the State of New York.

Motion by Thomas Donnelly, seconded by Clark Seaman to approve the resolution passing the agreement between the Town of Long Lake and the Local Government Review Board.

Discussion: Councilman Seaman commented that in the past he remembers the Town paying \$500 to the Review Board and would like to see that happen. Councilman Seaman commented they do a great job and would like them to be compensated for their hard work.

Motion by Clark Seaman, seconded by Thomas Donnelly to approve the Town to pay the Local Government Review Board \$500 for the 2023 agreement.

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

PART 284 AGREEMENT BETWEEN THE TOWN BOARD AND TOWN HIGHWAY SUPERINTENDENT

Charles Farr, Highway Superintendent's plans for the 2023 year are to pave Jim Bird Lane, chip seal Tifani Lane, Owls Head Lane, Heathfield Park Lane, and Old Steamboat.

Motion by Richard Dechene, seconded by Thomas Donnelly to approve the part 284 agreement between the Town Board and the Town Highway Superintendent.

Adopted:	Clay J. Arsenault	Aye
-----------------	-------------------	-----

Thomas L. Donnelly	Aye
Richard B. Dechene	Aye
Clark J. Seaman	Aye

LONG LAKE ANNUAL ARCHIVES REPORT

L. Brian Castler, 2nd Deputy Town Clerk has submitted his annual activity report for archives, Brian has been working in the Archives building for almost 6 years and his main challenge is needing more space for storage. Visitor hours are Tuesdays from 10-12 and 12:30-4 and others by appointment. Brian answered 16 emails/telephone calls and had 12 visitors throughout 2022.

Motion by Richard Dechene, seconded by Thomas Donnelly to accept the annual archives report for 2022.

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

TOWN OF LONG LAKE CODE ENFORCEMENT OFFICER'S ANNUAL REPORT

Harry Buxton, code enforcement officer outlined the building activities in Town over the past year, Harry issued 107 new permits, 120 renewals, 3 stop work orders and revenues have stayed the same.

Motion by Richard Dechene, Clark Seaman to accept the annual report for the Town Code Enforcement Officer for 2022.

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

REQUEST FOR PROPOSAL FOR MT. SABATTIS SHARED-USE MOUNTAIN BIKE TRAILS

REQUEST FOR PROPOSAL - PRICING
MT SABATTIS
SINGLE TRACK MTN. BIKE TRAILS

The Town of LONG LAKE is accepting pricing proposals to build out Phase 3 of the Long Lake Mountain Bike Trails to expand and compliment 2km of established shared-use mountain bike trails built and opened on

Mt. Sabattis in 2021.

Proposal is for 2.5km-3km of single-track mountain bike trails to the Mt. Sabattis Recreation Area to include: an expert trail, designated downhill and novice pump track. Bid quote must include design, layout, construction assistance, labor, materials, on-site project direction and equipment to complete the necessary work. Development of a public single-track shared-use mountain bike trail system should make experiences available to a large cross section of mountain trail bike riders and provide a riding experience that compares favorably to other riding destinations. A trail system design at this site will provide novice, intermediate and expert rated trails.

MINIMUM CREDENTIALS NECESSARY FOR PROPOSALS:

Due to the nature of the work to be performed and the high level of the current trail system already in place,

organizations that wish to enter a proposal must meet the following conditions:

1. Must be able to demonstrate successful completion of a minimum of 25 kilometers of mountain bike trail design and building experience with both machine and hand-built trails. Please provide project description and contact reference for each building experience.
2. All applicants must meet the standards required by the Professional Trail Builders Association (PTBA) for business operations, insurance, project references and sustainable trail quality.
3. PTBA membership prequalifies applicant for the Qualified Trail Contractor portion of the project requirement.

SCOPE OF WORK;

Project #3 – Installation of phase 3 trail work – Design and build out a HAND AND MACHINE BUILT NATURAL SURFACE single track mountain bike trail. Expert trail, designated downhill and novice pump track. 2.5km-3km

PROPOSALS

Proposal documents can be submitted by mail or electronically and/or more information are available from Supervisor

Clay J. Arsenault's office: mattnewby@mylonglake.com and (518)624-3001 ext. 119.

All proposals must be submitted in a sealed envelope labeled "Mount Sabattis Mountain Bike Trail" and delivered to

the Town Clerk at the Town Office Building, 1130 Deerland Road, PO Box 42, Long Lake NY 12847 by 1:00 PM, March

17, 2023 at which time they will be opened and referred to Committee.

The Committee's recommendation will be presented to the Town Board at the March 29 th , 2023 Town Board meeting

held at 7:00 PM at the Long Lake Town Hall.

The right is reserved to waive any informalities in the Proposal and to reject any or all Proposals.

ADDITIONAL INFORMATION

All work must be completed by October 31, 2023

PREVAILING WAGE

This project has been assigned Prevailing Wage Case Number PRC# 2023000600 by the New York State Department of Labor. The Prevailing Wage Schedule associated with this PRC is annexed to and made a part of this Request for Proposal.

INSURANCE REQUIREMENTS

The following insurances must be in place throughout the duration of the job or contract:

1. Liability in the minimum amounts of \$500,000/\$1,000,000 per occurrence and aggregate; proof of said

insurance on ACORD Certificate of Liability form.

a. The Town of Long Lake must be “Additional Insured”, and

b. The “description of operations” section must be completed.

2. Car insurance for any/all vehicles used for contract purposes. Provide an insurance identification card

with vehicle ID #, policy # and effective dates for EACH vehicle used. If the insurance expires within

the contract period, or, vehicles used for contract purposes are changed, then a current insurance identification card must immediately be supplied to the Town.

3. Workers Compensation Law dictates the Town must ensure that businesses and contractors comply

with workers’ compensation and disability benefits requirements.

a. Submit the appropriate/applicable workers compensation form with the Town of Long Lake listed

as entity requesting proof of coverage:

CE-200 WC and DBI Exemption

GSI-105.2 WC Group Self insurance

C-105.2 WC through private insurance carrier

SI-12 WC Self insurance

b. Submit the appropriate/applicable disability benefits form with the Town of Long Lake listed as

entity requesting proof of coverage:

CE-200 WC and DBI Exemption

DB-120.1 DBI Certificate of Insurance

DB-120.2 Certificate of Participation in Disability Benefits Group Self-Insurance

4. Contractor will be required to provide proof of all insurances prior to the commencement of the job and

(If applicable) contract execution. Note: the “Declaration Page” of an insurance policy is not a valid

proof of insurance.

5. The effective dates of all insurances should encompass the contract period; new certificates must

automatically be provided when the expiration date occurs during the contract period.

6. When the contractor submits his/her bill for services to the Town, the Town may call the contractor’s

insurance company(s) to ensure that coverage was in force during the period of operations. If any of the contractor's policies had lapsed during that time, payment by the Town will be withheld. ADDITIONAL INFORMATION ALL WORK MUST BE FULLY COMPLETED BY: OCTOBER 31, 2023

Motion by Thomas Donnelly, seconded by Richard Dechene to approve the request for proposal.

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

AMENDMENT TO THE 2023 BUDGET FOR THE PURCHASE OF TWO SKANDIC MODEL SE 900 ACE SNOWMOBILE

WHEREAS, the Town Board of the Town of Long Lake originally budgeted for the purchase of two new Skandic Model SE 900 ACE snowmobiles to be purchased for the Town Parks, Recreation, and Tourism department in 2022 in line A00-06-7260.200; and

WHEREAS, although the new snowmobiles were ordered in 2022, but due to supply chain issues at the time arising from the COVID-19 pandemic response they were unavailable; and

WHEREAS, the order for these snowmobiles was able to be filled by the vendor at the beginning of 2023;

Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,

1. Approves the purchase of these two snowmobiles.
2. Approves amending the 2023 Budget to move \$27,000 from the fund balance of the General Fund to be appropriated to budget line A00-06-7260.200 in the 2023 Town of Long Lake Budget.
3. That the voucher presented to the Board at this meeting for these snowmobiles be paid with these funds.

Motion by Clark Seaman, seconded Richard Dechene to approve the amendment to the 2023 budget for the purchase of two Skandic Model SE 900 ACE Snowmobiles.

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

TOWN HIGHWAY SUPERINTENDENT ADDRESSED THE BOARD REGARDING REPLACING THE TOWN’S FRONT-END LOADER

Charles “Chip” Farr informed the Board that the John Deere front-end loader needs to be replaced, repairs are becoming more frequent on the machine and are costly. Chip has received a state contract quote for a new front-end loader with a warranty, the Town can buy the machine out right or pay with a payment plan.

Councilman Donnelly asked Chip for specs of the front-end loader that the Town currently owns.

Chip said he could get all the information for the front-end loader the Town currently owns and the information for the new one he is looking at.

COUNCILMAN COMMENTS

Richard Dechene congratulated Harry Buxton on finishing his cancer treatments.

Thomas Donnelly thanked Alex Roalsvig for a great winter carnival it was well attended.

Clark Seaman informed the Board and the public that the Assembly redistricting which would “redraw” the lines of our district.

Currently Hamilton County is in Assembly District 118 and if the new lines are approved it will split Hamilton County. Representation will be hard for Hamilton County if it is split.

Clark urged everyone to go to NYIRC.GOV and voice your dislike on the split.

PUBLIC COMMENT- No one from the public wished to speak.

Motion by Clay Arsenault, seconded by Richard Dechene to adjourn at 7:48 PM.

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

Attested by _____
Amber L. Wamback, Deputy Town Clerk