

A Regular Meeting of the Town Board of Long Lake, Hamilton County, New York was held March 27, 2024, at the Long Lake Town Hall at 07:00 PM and called to order with the Pledge of Allegiance to the Flag of the United States of America by Supervisor Arsenault. Nineteen people attended.

Roll Call: Members present: Clay J. Arsenault Supervisor
Mark A. Bird Councilman
Thomas L. Donnelly Councilman
Nathan S. Hosley Councilman

Absent: Councilman Richard Dechene

Also in attendance: Confidential Secretary to the Supervisor, Matthew Newby, and First Deputy Town Clerk, Amber Wamback.

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

BOARD APPROVALS

Motion by Councilman Bird, seconded by Councilman Donnelly to accept the Regular Meeting minutes for February 28, 2024.

Adopted: Clay J. Arsenault Aye
Mark A. Bird Aye
Thomas L. Donnelly Aye
Richard B. Dechene Absent
Nathan S. Hosley Aye

Motion by Councilman Donnelly, seconded by Councilman Hosley to pay encumbrances as listed on Abstract #3 of 2024.

Adopted: Clay J. Arsenault Aye
Mark A. Bird Aye
Thomas L. Donnelly Aye
Richard B. Dechene Absent
Nathan S. Hosley Aye

Bills as listed on abstract 2

General Fund #A 0196 – A 0297	in the amount of	\$184,857.33
Highway Fund #D 044 – D 065	in the amount of	45,911.92
Water District 1 #SW1 036- SW1 052	in the amount of	3,231.63
Water District 2 #SW2 057 - SW2 078	in the amount of	8,690.96

SUPERVISOR'S REPORT

Expenditure and Revenue Reports were in the Board's packets for review.

BESS Law- Town Attorney, Carl Ferrentino has completed the first draft of the new BESS Law that was worked on by Matt Newby, Paul Wilson, Nathan Hosley and Mark Bird. The document is still an internal working document that is not available to the public until there is a sponsor for the Law. Supervisor Arsenault asked Councilman Hosley and Councilman Bird If they would consider sponsoring the proposed law since they help with creating the law.

After a the Law is sponsored the Board can accept the draft proposed law, schedule a public hearing, and then vote on adopting the proposed local law.

Jennings Park Pond- the Town Attorney has been working to resolve ownership issues of the Jennings Park Pond Spillway/Dam, the Town has been working on projects that can be done to help protect the pond. A big project that is related to the Jennings Park Pond is the rehabilitation of Shaw Brook. The USDA NRCS has accepted the Town's application, a formal Notice of Grant and Agreement Award from the USDA will be in the meeting next month.

Supervisor Arsenault invited George Carrothers to address the Board.

George Carrothers, owner of 1265 Main Street, addressed the Town Board and the public that were in attendance, and gave a brief history of the Jennings Park Pond Spillway. Mr. Carrothers spoke of the executive session meeting that he had in September of 2023 with the Town of Long Lake, Town Attorney and Mr. Lucci about fixing the Jennings Park Pond Spillway after it was compromised on July 11, 2023. Mr. Carrothers said he would like to work with the Town to get the Jennings Park Pond Spillway fixed.

FEMA update- Paul Wilson presented the Board with an updated FEMA Project Summary. Mr. Wilson informed the Board that the 4 obligated projects have been marked as complete and the Town has received the funds from federal and state agencies. The total funds received from FEMA/NYS are over \$320,000.

Long Lake Association- Barbara Taylor addressed the Board to discuss what the Long Lake Association plans to do for the 2024 year. Mrs. Taylor said the Long Lake Association has contracted with Adirondack Research to create a baseline for early detection of invasive aquatic species in Long Lake since the flood could have changed the previous baseline. This will cost the Long Lake Association \$14,220 and they are asking for support from the Town to help fund this project.

The Long Lake Association held 2 boater safety courses in 2023 at the Long Lake Town Hall and have two scheduled for 2024, June 1st and July 20th, they are also looking for people to be on the Board of the Long Lake Association.

Housing Study- The final workforce housing study was included in the Board's packets; the study was completed by CHA Engineering, the projected cost to the Town to develop the land would be \$1.6 million to \$2 million if the Board choose to go through with the project.

Basil Seggos- Supervisor Arsenault received a letter from DEC Commissioner, Basil Seggos announcing that he will be leaving his position as the NYS DEC Commissioner.

Retirement- Supervisor Arsenault thanked Highway Superintendent Charles "Chip" Farr for all his hard work; he has done a great job maintaining the roads in the Town of Long Lake for the last 14 years. Chip Farr has worked for the Town for 30 years and has been the highway superintendent since January 1, 2010, his last day will be March 31, 2024.

NEW BUSINESS

RESOLUTION 17 OF 2024

Resolution Approving Phase 4 of the Town of Long Lake Mt. Sabattis Recreation Center Mountain Bike Trail System

WHEREAS the Town of Long Lake has completed the building of the first three phases of the Mt. Sabattis Mountain Bike Trail System as of October 2023; and

WHEREAS the Town Board did not approve an expenditure appropriation for Mountain Bike Trail Building Phase 4 in the 2024 Adopted Town Budget due to a lack of funding; and

WHEREAS funding has become available from New York State Department of Environmental Conservation grant Contract C00683G; and

WHEREAS the Director of Parks, Recreation, and Tourism, Alex Roalsvig, has presented the Town Supervisor with a proposed Request for Proposal (RFP) to find a contractor to design and build Phase 4 of the Mountain Bike Trail System build out; and

WHEREAS the Town Supervisor has presented the Town Board with this proposed RFP and the proposed wording for publishing of public notice of same;

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

1. Approves modifying the 2024 Adopted Town Budget by adding an expenditure appropriation in the amount of \$50,000 to General Fund budget line A00-06-7110-400 which is assigned to contractual expenditures related to Mt. Sabattis.
2. Approves an additional modification of the 2024 Adopted Town Budget by adding a revenue appropriation in the amount of \$50,000 to General Fund budget line A00-18-3089 which is assigned to revenues of Other General Government Aid.
3. Authorizes and directs Clay J. Arsenault, as Town Supervisor of the Town of Long Lake, or such person's successor in office to file an application for funds from the New York State Department of Environmental Conservation grant contract C00683G.

4. Approves the Request for Proposal (RFP) as presented to the Town Supervisor by the Director of Parks, Recreation, and Tourism, with all proposals to be submitted to the Town Clerk by April 15th, 2024 at 1:00 PM.
5. That a copy of the Request for Proposal (RFP) referenced in this resolution be forever attached to a certified copy of this resolution and held by the Town Clerk in their records.
6. Approves the publishing of public notice of this RFP and authorizes the Town Clerk's Office to publish said public notice, and
7. That a copy of the public notice be forever attached to a certified copy of this resolution and held by the Town Clerk in their records.

Motion by Councilman Hosley, seconded Councilman Donnelly to approve Resolution 17 of 2024.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent
	Nathan S. Hosley	Aye	

RESOLUTION 18 OF 2024

Resolution Approving Audit of Justice Accounts for 2024

WHEREAS the Supervisor Arsenault reported that the Board members met with the Town Justices at 6:00 PM, prior to this meeting, for the annual examination of the Justice accounts, pursuant to New York State Town Law § 23 and Unified Justice Court Act § 2019-a which require municipalities to complete and annual audit; and

WHEREAS the Town Board members, Town Supervisor, Confidential Secretary, and Principal Account Clerk met with the Town Justices Brian Farr and Mitchell Edelstein on this 27th day of March 2024, in the Long Lake Town Hall and examined the Long Lake Justice Court documents and dockets and found them to be in compliance with New York State Town Law and the Uniform Justice Court Act;

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

1. The Town Board approves the Audit of Justice Accounts for 2024.
2. That a copy of the Justice Account Audit Forms completed by the Town Board in their audit of the Justice Accounts just prior to this meeting be forever attached to a certified copy of this resolution and held by the Town Clerk in their records.

Motion by Councilman Donnelly, seconded Councilman Bird to approve Resolution 18 of 2024.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent
	Nathan S. Hosley	Aye	

RESOLUTION 19 OF 2024

Resolution Authorizing the Town Supervisor an Engineering Technical Services Agreement for Jennings Park Pond Infrastructure Improvement Project

WHEREAS, the Development Authority of the North Country (“DANC”) is a public benefit corporation organized and existing under the laws of the State of New York, having an office and principal place of business located at 317 Washington Street, Watertown, New York; and

WHEREAS, the Town has been in contract with the Authority since December 2016 to develop and provide GIS hosting and maintenance services for municipal infrastructure; and

WHEREAS, the Town experienced a flash flood on July 10-11, 2023, that caused significant damage throughout the Town to several roads and ultimately eroded a section of the earthen embankment that damaged the existing spillway on Jennings Park Pond (“The Pond”); and

WHEREAS, The Pond has been a local landmark since it was built in 1933 with public funds; and

WHEREAS, the Town declared a State of Emergency in response to the damage resulting from this flood event; and

WHEREAS, the Federal Emergency Management Agency (“FEMA”) was subsequently contacted to assist with funding the replacement of the embankment and dam on The Pond; the engineering firm of CHA was contracted to provide an initial assessment of the damage and an estimated replacement cost for the embankment and dam to restore The Pond and the construction costs including engineering were estimated to be \$3.4 million; and

WHEREAS, the Town is undertaking a project for restoring the recreational and water quality benefits previously enjoyed and created with public funds with construction of an impoundment and dam spillway to form Jennings Park Pond; and

WHEREAS, the Town has requested technical assistance from DANC to assist the Town with this project; and

WHEREAS, DANC has proposed an Engineering Technical Services Agreement for Jennings Park Pond Infrastructure Improvement Project which has been reviewed by the Town Supervisor’s Office and the Town Attorney, and their proposed edits have been accepted by officials at DANC;

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

1. Authorizes and directs Clay J. Arsenault, as Town Supervisor of the Town of Long Lake, or such person’s successor in office, to sign the Engineering Technical Services Agreement for Jennings Park Pond Infrastructure Improvement Project with the Development Authority of the North Country, in an amount not to exceed \$15,000 for Phase 1 of this agreement.

- 2. That a copy of this resolution, certified by the Town Clerk’s Office, be attached to said Engineering Technical Services agreement as “Attachment A” of said agreement.
- 3. That a copy of the Engineering Technical Services Agreement referenced in this resolution be forever attached to a certified copy of this resolution and held by the Town Clerk in their records.

Motion by Councilman Donnelly, seconded Councilman Hosley to approve Resolution 19 of 2024.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent
	Nathan S. Hosley	Aye	

RESOLUTION 20 OF 2024

Resolution to Reimburse Highway Employee for Class A License Fees

WHEREAS the Town established a stipend program for Class A and Class B drivers with the Highway Department by resolution at their duly noticed regular meeting on the 30th day of November 2022 to compensate Class A and Class B Motorized Equipment Operators (MEOs) for their holding of these licenses to fulfill their duties and responsibilities in the course of their employment with the Town, and

WHEREAS this stipend was meant to make the Town of Long Lake a more attractive employer for these licensees in a very competitive market for their services, and

WHEREAS effective February 7, 2022, the Federal Motor Carrier Safety Administration (FMCSA) established federal regulations requiring entry-level drivers to complete entry level driver training (ELDT) when they are seeking a Class A or B CDL or obtaining a passenger (P), school bus (S) or a hazardous material (H) endorsement for the first time, and

WHEREAS these Entry-level driver applicants must obtain training from a training provider listed on the Training Provider Registry (TPR) for which the privately owned Training Providers charge thousands of dollars of tuition to each trainee, and

WHEREAS upon being hired provisionally on the 22nd day of June 2022, Davin Hoffman had not previously held a Class A or B license, was required to acquire said license as a requirement of continued employment, and was required to obtain training per FMCSA ELDT regulations, and

WHEREAS Mr. Hoffman has successfully completed his training and obtained a Class A CDL, and

WHEREAS Mr. Hoffman has approached the Town Highway Superintendent and requested that the Town consider reimbursement of the extraordinary cost of the ELDT tuition, road test,

books, and drug testing costs born by his own personal accounts in fulfillment of this requirement of employment, and

WHEREAS it is a new and extraordinary cost to potential new CDL MEOs to be employed by the Town of Long Lake Highway Department, and

WHEREAS the Town Board would like to ensure that if the Town is to reimburse this cost that the Town will be guaranteed at least one year of service by the newly CDL licensed MEO, Davin Hoffman, in return, and

WHEREAS the Town expects training to be available at little to now cost from the Hamilton County Department of Public Works in the future, and

WHEREAS Davin Hoffman has presented the Town Supervisor with a voucher detailing the costs borne by him in obtaining this training for a total sum of \$5,760.00

Be it resolved that the Town Board of the Town of Long Lake,

1. Agrees to reimburse Davin Hoffman for the costs of Entry Level Driver Training as required by FMCSA regulations, to the sum of \$5,760.00. One half of such sum, \$2,880.00 to be paid immediately. The remaining half, \$2,880.00 to be paid on April 1st, 2025, with the requirement for payment of this second half being that Mr. Hoffman still be employed by the Town of Long Lake Highway Department in good standing as a Class A CDL licensed MEO.
2. That this charge be expended to Budget appropriation line A00-04-5010-400 Superintendent of Highways Contractual Expenditures.
3. That a budget amendment be made to increase 2024 budget appropriation line A00-04-5010-400 by the amount of \$2,900.00, and that a second budget amendment be made to decrease appropriation line A00-01-1990-400 Contingency by \$2,900.00. The payment for 2025 will be budgeted in said appropriation line and expended only if Mr. Hoffman remains employed as a Town of Long Lake Highway Department Class A licensed MEO in good standing.
4. Agrees to reimburse future MEO provisional employees who must obtain their training through these tuition burdened training programs in the future when low-cost training is not available from another source, such as Hamilton County Department of Public Works.
5. That a copy of the Voucher presented to the Town Supervisor by Mr. Hoffman detailing these costs be attached to a certified copy of this resolution and forever held in the records of the Town Clerk's Office.

Motion by Councilman Bird, seconded Councilman Donnelly to approve Resolution 20 of 2024.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent

Nathan S. Hosley

Aye

RESOLUTION 21 OF 2024

Resolution to Reimburse Deputy Highway Superintendent Brian Guthrie Farr for Additional Responsibilities

WHEREAS the Town Board, by a resolution at its December 20th, 2023, duly noticed regular meeting, accepted the retirement of Highway Superintendent Charles Chip Farr effective this Sunday, March 31st, 2024 , and

WHEREAS the Town Board, by a resolution at its December 20th, 2023, duly noticed regular meeting, accepted Mr. Farr's appointment of Brian Guthrie Farr as his Deputy Highway Superintendent, and

WHEREAS is declining to appoint an interim Highway Superintendent and instead allow the Deputy to fulfill the duties of Highway Superintendent until January 1st, 2025 when a newly elected Highway Superintendent will take office, and

WHEREAS these duties are significant, and will be the charge of the Deputy for nine (9) months, a significant portion of the year, and

WHEREAS the Town Board also wishes the Deputy Highway Superintendent to be a compensated position going forward, and

WHEREAS Deputy Highway Superintendent Brian Guthrie Farr has agreed to fulfill these duties until January 1st, 2025,

Be it resolved that the Town Board of the Town of Long Lake,

1. Agrees to reimburse Deputy Highway Superintendent Brian Guthrie Farr the sum of \$5,850.00 for his assumption of the duties of the Highway Superintendent of the extended time period of April 1st, 2024, to December 31st, 2024. The said amount will be split evenly and paid across the remaining nineteen (19) pay periods of those nine months of the year. This stipend will not be in place past midnight of December 31st, 2024.
2. That this charge be expended to General Fund Budget appropriation line A00-045010-100 Superintendent of Highways Personal Services Expenditures.
3. Agrees to reimburse the position of Deputy Highway Superintendent a stipend in the sum of \$2,500.00 annually, the said amount to be split across the 26 pay periods of each year.
4. This stipend will be budgeted to General Fund Budget appropriation line A00-04-5010-100, Superintendent of Highways Personal Services Expenditures, in the 2025 Town Budget and every year thereafter or until a resolution of this Board removes said stipend from the position of Deputy Highway Superintendent.

Motion by Councilman Donnelly, seconded Councilman Hosley to approve Resolution 21 of 2024.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent
	Nathan S. Hosley	Aye	

RESOLUTION 22 OF 2024

Resolution to Designate Highway Department Foreman Michael Lamphear as Town Transfer Station Department Head

WHEREAS the Town Board, by a resolution at its December 20th, 2023, duly noticed regular meeting, accepted the retirement of Highway Superintendent Charles Chip Farr effective this Sunday, March 31st, 2024 , and

WHEREAS the Town operates solid waste Transfer Stations in both hamlets of Long Lake and Raquette Lake, and

WHEREAS the Town Board previously appointed Highway Superintendent Chip Farr the Transfer Station Supervisor with compensation by annual stipend of \$6,000.00 paid in addition to the salary of the Highway Superintendent, and

WHEREAS the Town Board wishes to guarantee the continuity of operations while protecting the safety of both employees and the public at the Transfer Stations, and

WHEREAS Highway Foreman and MEO Michael Lamphear has been scheduling, managing maintenance for, and operating the tractor which hauls the solid waste compactor and recycling containers to the Hamilton County Solid Waste Transfer Station under the supervision of Mr. Farr, and

WHEREAS the Town Board finds Mr. Lamphear to be responsible, qualified, and experienced to Supervise the operations of both Town Transfer Stations properly and reliably, and

Be it resolved that the Town Board of the Town of Long Lake,

1. Appoints Michael M. Lamphear Transfer Station Department Head effective April 1st, 2024.
2. That Michael M. Lamphear be reimbursed for these additional duties as Transfer Station Department Head until December 31st, 2024. The Office of Transfer Station Department Head will be appointed to a term of one-year annually starting on January 1st, 2025.
3. Agrees to reimburse the position of Transfer Station Department Head a stipend in the sum of \$6,000.00 annually, the said amount to be split across the 26 pay periods of each year.
4. That Michael M. Lamphear will be reimbursed the pro-rated sum of \$4,500.00 by stipend split evenly among the remaining pay periods of April 1st, 2024, to December 31st, 2024.
5. This stipend will be budgeted to General Fund Budget appropriation line A00-07-8160-100, Transfer Station Personal Services Expenditures, in the 2025 Town Budget and

every year thereafter or until a resolution of this Board removes said stipend from the position of Transfer Station Department Head.

Motion by Councilman Bird, seconded Councilman Donnelly to approve Resolution 22 of 2024.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent
	Nathan S. Hosley	Aye	

COUNCILMAN COMMENTS

Councilman Bird had no comment.

Councilman Hosley thanked the Parks and Recreation Department for taking the kids that signed up to the Adirondack Thunder Hockey game in Glens Falls, the kids had a great time.

Councilman Donnelly thanked all who were in attendance of the meeting, it was great to see so many in attendance.

PUBLIC COMMENT

George Carrothers commented on Resolution 19 of 2024. Mr. Carrothers asked if Supervisor Arsenault would be able to meet to discuss an agreement.

ADJOURN

Motion by Councilman Bird, seconded by Councilman Hosley to adjourn at 8:03 PM.

Adopted:	Clay J. Arsenault	Aye	
	Mark A. Bird	Aye	
	Thomas L. Donnelly	Aye	
	Richard B. Dechene		Absent
	Nathan S. Hosley	Aye	

Attested by: _____

Amber L. Wamback, 1st Deputy Town Clerk