

**A Regular Meeting of the Town Board of Long Lake, Hamilton County, New York was held March 26, 2025, 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 and prayer by Supervisor Arsenault. Ten people were in attendance.**

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

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 26, 2025.

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

**Motion** by Councilman Hosley, seconded by Councilman Bird to accept the Special Meeting minutes for March 7, 2025.

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

**Motion** by Councilman Bird, 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 Aye  
Nathan S. Hosley Aye

**Bills as listed on abstract 3**

General Fund #A 0199 – A 0286	in the amount of	\$1,120,023.16
Highway Fund #D 041 – D 055	in the amount of	22,902.87
Water District 1 #SW1 034- SW1 046	in the amount of	3,932.52
Water District 2 #SW2 061 - SW2 086	in the amount of	36,369.74

## **SUPERVISOR'S REPORT**

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

National Grid sent out a postcard to Raquette Lake residents informing them of the substation project.

Whitney/Hendrickson gift- Supervisor Arsenault spoke with Ben Maslona from Fiscal Advisors, Mr. Maslona did some research and was able to contact the Superintendent of schools at Delaware Academy District. Their district was donated \$12 million in the 1970s from the Kellogg Family. The district placed these funds in a private trust fund outside of the General Fund and managed by an outside Agency. The OSC does not look at these dollars and the district has not been negatively impacted on the levels of State Aid or any other funding sources because of this endowment.

Town Attorney Ferrentino has been discussing with the Town's bond counsel the best practice in the matter. One idea they have would be to create a private trust to maximize both the protection and use of the gift. Mr. Ferrentino has been researching other law firms to assist the Town in this matter and matters into the future.

NYS DOT has started the planning and design process for the sidewalks, they will be involving the Town to ensure all ideas and concerns are addressed, groundwork will not start until 2026 or 2027.

The March Highway report was included in the Board's packets, Superintendent Lamphear was not at the meeting to comment on the report.

Parks and Recreation Director Alex Roalsvig gave a brief report on what her department has been doing on the snowmobile trails and at the Geiger Arena. Ms. Roalsvig highlighted the Adirondack Local Culture Program and informed the Board that the grant is up and wanted to know if the Board is interested in applying for the grant again. The Board seemed in favor of the grant and commented on how well the program is received.

George Britton (Uncle Buck) donated \$500.00 to the Town for solar lights on the Long Lake signs. Thank you Uncle Buck!

## **NEW BUSINESS**

### **Resolution 19 of 2025**

#### **Resolution Authorizing the Town Supervisor to Purchase Water Piping and Other Supplies from F.W. Webb Company of Latham, NY for the Rice Road Main Repair Project**

**WHEREAS** Keith Austin, Water Superintendent for Long Lake Water District No. 2 has recommended the purchase of water piping and other related supplies to repair the water main along and under Rice Road in Long Lake Water District No. 2 pursuant to the provisions of the Town of Long Lake Procurement Policy and New York State General Municipal Law §103 and §104-b, and

**WHEREAS** upon review by the Town Supervisor it was determined that the necessary supplies would not reach the minimum amount requiring competitive bidding but do require a minimum of three (3) written quotes, and

**WHEREAS** the Town Supervisor and Town Water Superintendent did obtain three (3) written quotes being: 1. F.W. Webb Company Water Works Division of Latham, NY for a total of \$15,805.90; 2. Core

& Main of Watervliet, NY for \$18,642.89; and Ferguson Waterworks #2043 of Clifton Park, NY for \$17,212.55, and

**WHEREAS** the low quote of \$15,805.90 having been found complete and the bidder to be responsible after review by the Town Supervisor and Town Water Superintendent for Long Lake Water District No. 2;

**Be it resolved that the Town Board of the Town of Long Lake:**

1. That pursuant to §103 and 104-b of New York State General Municipal Law, the Town Water Superintendent is hereby authorized to purchase, in accordance with the provisions of Article 5-A of the New York State General Municipal Law, and with the approval of the Town Supervisor, from F.W. Webb Company Water Works Division of Latham, NY, water piping and other related supplies for the Rice Road Main Repair Project, delivered at 646 Deerland Rd., and to be delivered within thirty (30) days after receipt of this order.
2. That the terms of payment will be as follows:  
 Check or electronic payment drawn on SW2 Fund for Long Lake Water District No. 2 for \$15,805.90.

A Contract of purchase for the water piping and other related supplies purchased shall be executed between the Water Superintendent for Long Lake Water District No. 2 and the vendor, and when duly approved by the Town Supervisor, it shall become effective. When the contract has been duly executed and approved, the Town Supervisor is authorized to complete the purchase upon delivery of the items purchased in accordance with the terms of the resolution and the contract, and to pay the above amount specified to be paid by a check or electronic payment drawn on the SW2 Fund for Long Lake Water District No. 2 for \$15,805.90.

3. That a copy of the three quotes presented to the Town Board for the purchase of Water Piping and Other Supplies on this date will forever be attached to a certified copy of this resolution and held in the records of the Town Clerk’s Office.

**Motion** by Councilman Hosley, seconded by Councilman Dechene to accept Resolution 19 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution 20 of 2025**

**Resolution to Authorize the Town Supervisor to Execute a Professional Services Agreement with CHA for Supplemental Geotechnical Evaluation for the Jennings Park Pond Rehabilitation Project**

**WHEREAS** the Town Board did advertise a Request for Qualifications pursuant to requirements of the Town of Long Lake Procurement Policy and New York State General Municipal Law §103 and 104-b, the Town Board , in Resolution 55 of 2024, did select CHA Solutions, 3 Winners Circle, PO BOX 5269, Albany, NY, 12205-0269 to provide engineering services for the rebuilding of the Jennings Park Pond causeway and spillway; and

**WHEREAS** Supplemental Geotechnical Evaluation is required by both permitting statutes of the NYS DEC and also generally accepted engineering practices; and

**WHEREAS** this was included as a cost in the estimate originally provided in CHA’s proposal; and

**WHEREAS** this cost is again stated in CHA proposal dated March 25<sup>th</sup>, 2025, “Jennings Pond Dam Reconstruction Town of Long Lake, NY; NYS Dam Inventory ID No. 169-0991”; and

**WHEREAS** the Town employs CHA Solutions, 3 Winners Circle, PO BOX 5269, Albany, NY, 12205-0269 for contracted Town Engineer services; and

**WHEREAS** CHA has proposed to perform these Supplemental Geotechnical Evaluation and H&H Assessment for the lump sum of \$72,500.00; and

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

1. Hereby approves the CHA Solutions proposal dated March 17, 2025, “Jennings Pond Dam Reconstruction Town of Long Lake, NY; NYS Dam Inventory ID No. 169-0991” with contracted Town Engineer CHA Solutions, 3 Winners Circle, PO BOX 5269, Albany, NY, 12205-0269 as described in the proposal presented to the Town Board at this meeting.
2. Authorizes and directs Clay J. Arsenault, as Town Supervisor of the Town of Long Lake, or such person’s successor in office to notify CHA Solutions that the Town of Long Lake accepts their proposal, and to enter and execute a service agreement with CHA Solutions with the same scope of work, deliverables, and all other terms as those described in the submitted proposal.
3. That a copy of CHA proposal dated March 17, 2025, “Jennings Pond Dam Reconstruction Town of Long Lake, NY; NYS Dam Inventory ID No. 169-0991” 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 by Councilman Hosley to accept Resolution 20 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution 21 of 2025**

**Resolution to Accept the 2024 Audit of the Accounts of the Town Justices**

**WHEREAS** New York State Town Law § 23 and Unified Justice Court Act § 2019-a require municipalities to complete and annual audit of their Justice Court accounts, and

**WHEREAS** 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, and

**WHEREAS** the Town Board members met with the Town Justices Judge Brian Farr and Judge Mitchell Edelstein on this day, March 26<sup>th</sup>, 2025, in the Town Hall nutrition site, and at this time examined the Long Lake Justice Court documents and dockets in compliance with New York State Town Law § 23 and Unified Justice Court Act § 2019-a,

**Be it resolved that the Town Board of the Town of Long Lake:**

1. Accepts the Justice Court accounts for calendar year 2024 as submitted by Town Justices Farr and Edelstein.
2. Authorizes and directs Clay J. Arsenault, or his successor in office, or assign to submit the Annual Checklist for Review of Justice Court Records created by the Town Board in review of the documents and dockets of Justices Farr and Edelstein as described above, along with a certified copy of this resolution to be provided by the Town Clerk, to the New York State Unified Court System’s Division of Internal Audit Services, to [tvauditcompliance@nycourts.gov](mailto:tvauditcompliance@nycourts.gov), or mail to Daniel Johnson, Director of Internal Audit Services, NYS Unified Court System, 185 Jordan Road, Suite 1, Troy, NY 12180 before April 15<sup>th</sup>, 2025.
3. That a copy of the Annual Checklist for Review of Justice Court Records created by the Town Board in review of the documents and dockets of Justices Farr and Edelstein on this date will forever be attached to a certified copy of this resolution and held in the records of the Town Clerk’s Office.

**Motion** by Councilman Bird, seconded by Councilman Hosley to accept Resolution 21 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution 22 of 2025**

**Resolution Number 22 of 2025,**

**Resolution Approving Discontinuing Sale of Conservation Licenses by the Town Clerk for the New York State Department of Conservation**

**WHEREAS** the sale of conservation licenses by the Town Clerk for the New York State Department of Conservation was unofficially discontinued by then Town Clerk Dixie LeBlanc years ago; and

**WHEREAS** changes in technology have made it unlikely that a need for this service will arise again in the foreseeable future; and

**WHEREAS** First Deputy Town Clerk Amber Wamback, acting with all the powers and authority of the Town Clerk following the retirement of Town Clerk Dixie LeBlanc wishes to formalize this decision by resolution of the Town Board.;

**Be it resolved that the Town Board of the Town of Long Lake:**

1. Approves discontinuing the sale of conservation licenses by the Town Clerk of the Town of Long Lake for the New York State Department of Conservation.
2. Upon supplying a certified copy of this resolution and upon approval of the NYS Department of Conservation, all funds remaining in bank accounts held by the Town Clerk and related to the sale of conservation licenses be forfeited to the Town Supervisor to be added to the unappropriated fund balance of the General Fund.

**Motion** by Councilman Donnelly, seconded by Councilman Hosley to accept Resolution 22 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye

Thomas L. Donnelly	Aye
Richard B. Dechene	Aye
Nathan S. Hosley	Aye

**Resolution Number 23 of 2025**

**Resolution Authorizing the Town Supervisor to Install a New Street Light at the Town Transfer Station in Long Lake**

**WHEREAS** The Town Superintendent of Highways, Michael Lamphear, acting as the Transfer Station Supervisor asked the Town Supervisor to have a new streetlight installed at the Town Transfer Station in Long Lake to improve visibility and safety for employees engaged in cleaning and snow removal in the dark; and

**WHEREAS** the Town Supervisor did inquire with New York State Electricity and Gas Company to get an idea of the cost of this endeavor and was told that there would be only a \$20/month addition to the Town’s Street Light bill; and

**WHEREAS** the Town Board finds this to be a reasonable cost to the Town to improve safety at the Town Transfer Station in Long Lake;

**Be it resolved that the Town Board of the Town of Long Lake:**

1. Approves installing a new streetlight at the Town Transfer Station in Long Lake.
2. Authorizes the Town Supervisor to execute any necessary contract with New York State Electricity and Gas Company to install this light and provide electrical power for its operation.

**Motion** by Councilman Bird, seconded by Councilman Donnelly to accept Resolution 23 of 2025.

<b>Adopted:</b> Clay J. Arsenault	Aye
Mark A. Bird	Aye
Thomas L. Donnelly	Aye
Richard B. Dechene	Aye
Nathan S. Hosley	Aye

**Resolution Number 24 of 2025**

**Resolution to Adopt the Town of Long Lake’s Implementing Legislation on Public Access to Records**

**WHEREAS**, the Town of Long Lake is deemed an Agency under Article 6 of the New York Public Officers’ Law;

**WHEREAS**, Article 6 requires all public agencies to issue regulations in conformance with Article 6 of the Public Offices Law establishing the New York State Freedom of Information Law (FOIL);

**WHEREAS**, one of the benefits of local enactment of FOIL regulations is to clearly set forth the rights and duties of the public and public officials with respect to public records availability; and,

**WHEREAS**, a full opportunity for public input on this regulation shall be afforded to the public upon the anticipated codification of this and other regulations of the Town of Long Lake in the coming year.

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake, hereby Adopts the Following Legislation:**

**Section 1 Purpose and scope:**

1. People's right to know the process of government decision-making and the documents and statistics leading to determinations is basic to our society. Access to such information should not be thwarted by shrouding it with the cloak of secrecy or confidentiality.
2. These regulations provide information concerning the procedures by which records may be obtained.
3. Personnel shall furnish to the public the information and records required by the Freedom of Information Law, as well as records otherwise available by law.
4. Any conflicts among laws governing public access to records shall be construed in favor of the widest possible availability of public records.

**Section 2 Designation of records access officer:**

1. The Town Board is responsible for ensuring compliance with the regulations herein and designates the following person as the Records Access Officer: Town Clerk, Town of Long Lake, 1130 Deerland Road, PO Box 42, Long Lake, NY 12847.
2. The Records Access Officer is responsible for ensuring appropriate Town responses to public requests for access to records. The designation of a Records Access Officer shall not be construed to prohibit officials who have in the past been authorized to make records or information available to the public from continuing to do so.

The records access officer shall ensure that Town personnel:

1. Maintain an up-to-date subject matter list.
2. Assist the requester in identifying the records.
3. Contact requesters seeking records when a request is voluminous or when locating the records involves substantial effort, so that personnel may ascertain the nature of records of primary interest and attempt to reasonably reduce the volume of records requested.
4. Upon locating the records, take one of the following actions:
  - i. Make records available for inspection; or,
  - ii. Deny access to the records in whole or in part and explain in writing the reasons therefor.
5. Upon request for copies of records:
  - i. Make a copy available upon payment or offer to pay established fees, if any, in accordance with Section 8; or,
  - ii. Permit the requester to copy those records.
6. Upon request, certify that a record is a true copy ; and
7. Upon failure to locate records, certify that;
  - i. Town is not the custodian for such records, or
  - ii. The records of which Town is a custodian cannot be found after diligent search.

**Section 3 Location:**

Records shall be available for public inspection and copying at the Town Clerk's Office, Town Offices, 1130 Deerland Road, PO Box 42, Long Lake, NY 12847.

**Section 4 Hours for public inspection:**

Requests for public access to records shall be accepted in person, in writing or by fax or email and records produced during all hours regularly open for business.

**Section 5 Requests for public access to records:**

1. A written request may be required, but oral requests may be accepted when records are readily available.

2. If records are maintained on the internet, the requester shall be informed that the records are accessible via the internet and in printed form either on paper or other information storage medium.
3. A response shall be given within five business days of receipt of a request by:
  1. informing a person requesting records that the request or portion of the request does not reasonably describe the records sought, including direction, to the extent possible, that would enable that person to request records reasonably described;
  2. granting or denying access to records in whole or in part;
  3. acknowledging the receipt of a request in writing, including an approximate date when the request will be granted or denied in whole or in part, which shall be reasonable under the circumstances of the request and shall not be more than twenty business days after the date of the acknowledgment, or if it is known that circumstances prevent disclosure within twenty business days from the date of such acknowledgment, providing a statement in writing indicating the reason for inability to grant the request within that time and a date certain, within a reasonable period under the circumstances of the request, when the request will be granted in whole or in part; or
  4. if the receipt of request was acknowledged in writing and included an approximate date when the request would be granted in whole or in part within twenty business days of such acknowledgment, but circumstances prevent disclosure within that time, providing a statement in writing within twenty business days of such acknowledgment specifying the reason for the inability to do so and a date certain, within a reasonable period under the circumstances of the request, when the request will be granted in whole or in part.
4. In determining a reasonable time for granting or denying a request under the circumstances of a request, personnel shall consider the volume of a request, the ease or difficulty in locating, retrieving or generating records, the complexity of the request, the need to review records to determine the extent to which they must be disclosed, the number of requests received by the Town, and similar factors that bear on the ability to grant access to records promptly and within a reasonable time.
5. A failure to comply with the time limitations described herein shall constitute a denial of a request that may be appealed. Such failures shall include situations in which an officer or employee:
  1. fails to grant access to the records sought, deny access in writing, or acknowledge the receipt of a request within five business days of the receipt of a request;
  2. acknowledges the receipt of a request within five business days but fails to furnish an approximate date when the request will be granted or denied in whole or in part;
  3. furnishes an acknowledgment of the receipt of a request within five business days with an approximate date for granting or denying access in whole or in part that is unreasonable under the circumstances of the request;
  4. fails to respond to a request within a reasonable time after the approximate date given or within twenty business days after the date of the acknowledgment of the receipt of a request;
  5. determines to grant a request in whole or in part within twenty business days of the acknowledgment of the receipt of a request, but fails to do so, unless the Town provides the reason for its inability to do so in writing and a date certain within which the request will be granted in whole or in part;
  6. does not grant a request in whole or in part within twenty business days of the acknowledgment of the receipt of a request and fails to provide the reason in writing explaining the inability to do so and a date certain by which the request will be granted in whole or in part; or
  7. responds to a request, stating that more than twenty business days are needed to grant or deny the request in whole or in part and provides a date certain within which that will be accomplished, but such date is unreasonable under the circumstances of the request.

**Section 6 Subject matter list:**

1. The records access officer shall maintain a reasonably detailed current list by subject matter of all records in its possession, whether or not records are available pursuant to subdivision two of Section eighty-seven of the Public Officers Law.
2. The subject matter list shall be sufficiently detailed to permit identification of the category of the record sought.
3. The subject matter list shall be updated annually. The most recent update shall appear on the first page of the subject matter list.

**Section 7 Denial of access to records:**

1. Denial of access to records shall be in writing stating the reason therefor and advising the requester of the right to appeal to the Town Supervisor or the Deputy Supervisor upon the determination of the Supervisor, who shall be identified by name, title, business address and business phone number in said writing.
2. If requested records are not provided promptly, as required in Section 5 of these regulations, such failure shall also be deemed a denial of access.
3. The following: the Supervisor, or upon the Supervisor's determination, the Deputy Supervisor, shall determine appeals regarding denial of access to records under the Freedom of Information Law.
4. Any person denied access to records may appeal within thirty days of a denial.
5. The time for deciding an appeal by the Town Officer designated to determine appeals shall commence upon receipt of a written appeal identifying:
  1. the date and location of requests for records;
  2. a description, to the extent possible, of the records that were denied; and
  3. the name and return address of the person denied access.
6. A failure to determine an appeal within ten business days of its receipt by granting access to the records sought or fully explaining the reasons for further denial in writing shall constitute a denial of the appeal.
7. The person designated to determine appeals shall transmit to the Committee on Open Government copies of all appeals upon receipt of appeals. Such copies shall be addressed to:

Committee on Open Government  
Department of State  
One Commerce Plaza  
99 Washington Avenue, Suite 650  
Albany, NY 12231

8. The person designated to determine appeals shall inform the appellant and the Committee on Open Government of its determination in writing within ten business days of receipt of an appeal. The determination shall be transmitted to the Committee on Open Government in the same manner as set forth by subdivision (f) of this section.

**Section 8 Fees:**

1. There shall be no fee charged for:
  1. inspection of records;
  2. search for records; or
  3. any certification pursuant to this part.
2. Copies may be provided without charging a fee.
3. Fees for copies may be charged, provided that:
  1. the fee for copying records shall not exceed twenty-five (25) cents per page for photocopies not exceeding nine (9) by fourteen (14) inches;

2. the fee for photocopies of records in excess of 9 x 14 inches shall not exceed the actual cost of reproduction; or
3. the Town has the authority to redact portions of a paper record and does so prior to disclosure of the record by making a photocopy from which proper redactions are made.
4. The fee the Town may charge for a copy of any other record is based on the actual cost of reproduction and may include only the following:
  1. an amount equal to the hourly salary attributed to the lowest paid employee who has the necessary skill required to prepare a copy of the requested record, but only when more than two hours of the employee's time is necessary to do so; and
  2. the actual cost of the storage devices or media provided to the person making the request in complying with such request; or
  3. the actual cost to the Town of engaging an outside professional service to prepare a copy of a record, but only when a Town's information technology equipment is inadequate to prepare a copy, and if such a service is used to prepare the copy.
5. When the Town has the ability to retrieve or extract a record or data maintained in a computer storage system with reasonable effort, or when doing so requires less employee time than engaging in manual retrieval or redactions from non-electronic records, the Town shall retrieve or extract such record or data electronically. In such cases, the Town may charge a fee in accordance with paragraph (4)(1) and (2) above.
6. The Town shall inform a person requesting a record of the estimated cost of preparing a copy of the record if more than two hours of a Town employee's time is needed, or if it is necessary to retain an outside professional service to prepare a copy of the record.
7. The Town may require that the fee for copying or reproducing a record be paid in advance of the preparation of such a copy.
8. The Town may waive a fee in whole or in part when making copies of records available.

**Section 9 Public notice:**

A notice containing the title or name and business address of the records access officers and appeals person or body and the location where records can be seen, or copies shall be posted in a conspicuous location wherever records are kept and/or published in a local newspaper of general circulation.

**Section 10 Severability:**

If any provision of these regulations or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these regulations or the application thereof to other persons and circumstances.

**And also, be it resolved that the Town Board of the Town of Long Lake, hereby:**

1. Directs the Town Clerk to Publish Public Notice of this legislation to all official places and newspaper(s).

**Motion** by Councilman Holsey, seconded by Councilman Donnelly to accept Resolution 24 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 25 of 2025**

**Resolution Authorizing the Town Supervisor to Purchase a Container for the Storage of Pyrotechnics**

**WHEREAS** Alex Roalsvig, Director of Parks, Recreation, and Tourism, has requested that the Town purchase a safe storage container for the secure storage of pyrotechnical supplies for fireworks celebrations in the Town, and

**WHEREAS** this request is due to a statutory permitting regulation of the US Department of Alcohol, Tobacco, and Firearms which issues the permit under which the Town operates for these fireworks celebrations, and

**WHEREAS** the Town Supervisor's office received one quote in the amount of \$3,750.00, delivered, from Interport Maintenance, Co., Inc., of Newark, NJ,

**Be it resolved that the Town Board of the Town of Long Lake:**

1. That pursuant to §103 and 104-b of New York State General Municipal Law, the Town Supervisor is hereby authorized to purchase, from Interport Maintenance, Co., Inc., of Newark, NJ, a New 20' Dry Van-Gray One Trip-20' Standard Container, and to be delivered within thirty (30) days after receipt of this order.
2. That the terms of payment will be as follows:  
Check or electronic payment drawn on the General Fund for \$3,750.00.

A Contract of purchase for the New 20' Dry Van-Gray One Trip-20' Standard Container shall be executed between the Town Supervisor and the vendor, and when duly approved by the Town Supervisor, it shall become effective. When the contract has been duly executed and approved, the Town Supervisor is authorized to complete the purchase upon delivery of the items purchased in accordance with the terms of the resolution and the contract, and to pay the above amount specified to be paid by a check or electronic payment drawn on the General Fund for \$3,750.00.

3. That a copy of the quote presented to the Town Board for the purchase of the New 20' Dry Van-Gray One Trip-20' Standard Container on this date be forever attached to a certified copy of this resolution and held in the records of the Town Clerk's Office.

**Motion** by Councilman Holsey, seconded by Councilman Bird to accept Resolution 25 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 26 of 2025**

**Resolution Approving the Hire of Jazmin Roche to The Position of Full-Time Clerk**

**WHEREAS** the Town Supervisor has need for a Full-Time Clerk in the Business Office and to assist the First Deputy Town Clerk; and

**WHEREAS** Hamilton County Personnel has deemed Jazmin Roche as an eligible employee pending their passing the requisite Civil Service Exam for Clerk position; and

**WHEREAS** Jazmin Roche has been interviewed and recommended for hire by the Town Supervisor as a provisional Full-Time Clerk pending the passage of the Clerk Civil Service Exam and placing in the top three;

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

1. Hereby approves the hiring of Jazmin Roche as Full-Time Clerk, a Grade 5, full-time (40 hours/week), year-round, competitive position, to work under the supervision of the Town Supervisor in the Business office, with a starting date of February 17<sup>th</sup>, 2025.

**Motion** by Councilman Dechene, seconded by Councilman Bird to accept Resolution 26 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 27 of 2025**

**Resolution Approving the Hire of Jacob Fisch to The Position of Events Coordinator**

**WHEREAS** the Parks, Recreation, and Tourism Department has need of an Events Coordinator following the resignation of Tim Helms from that position; and

**WHEREAS** Jacob Fisch has been interviewed and recommended for hire by Alexandra Roalsvig as the Director of Parks, Recreation, and Tourism and approved by the Town Supervisor as a provisional Events Coordinator;

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

1. Hereby approves the hiring of Jacob Fisch as Events Coordinator, a Grade 6, full-time (40 hours/week), year-round position, to work under the supervision of the Director of Parks, Recreation, and Tourism Department within the Department of Parks, Recreation, and Tourism, with a starting date of February 27<sup>th</sup>, 2025.

**Motion** by Councilman Hosley, seconded by Councilman Donnelly to accept Resolution 27 of 2025.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**COUNCILMAN COMMENTS**

Councilman Dechene asked Alex Roalsvig Park and recreation director what cause the breakdown of the groomer?

Ms. Roalsvig responded that they were grooming on the trails and there was a cold snap that caused the breakdown of the groomer.

Councilman Donnelly thanked George Britton for the donation.

**PUBLIC COMMENT**

No one from the public wished to comment.

**ADJOURN**

**Motion** by Councilman Bird, seconded by Councilman Hosley to adjourn at 7:25 PM.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

Attested by: \_\_\_\_\_

Amber L. Wambach, First Deputy Town Clerk