

At a duly noticed Annual Organizational Meeting of the

TOWN BOARD

Of the

TOWN OF LONG LAKE

Hamilton County, State of New York

January 2nd, 2026

Resolution 2026.1

Organizational Resolution

Of the Town Board of the Town of Long Lake

Contents

Preamble.....	2
1. Rules of Procedure	2
2. Officers and Employees	4
3. Town Board	5
4. Fiscal Matters	7
5. Town Highway Fund.....	8
SCHEDULE A	11
1. Table A-1 Appointed Officers.....	11
2. Table A-2 Designations of Responsibility.....	12
3. Table A-3 Town Clerk Appointed Officers.....	12
4. Table A-4 Town Justice Appointed Officers	13
5. Table A-5 Town Highway Superintendent Appointed Officers.....	13
SCHEDULE B	14
1. Table B-1 Annual Compensation Rates for Appointed Officers.....	14
SCHEDULE C	15
1. Table C-1 Salary of Elected Officials.....	15
SCHEDULE D	16
1. Table D-1 2026 HOLIDAY SCHEDULE.....	16
SCHEDULE E.....	17
1. Table E-1 2026 TOWN BOARD MEETING SCHEDULE	17
SCHEDULE F.....	18
1. Table F-1 TOWN BOARD COMMITTEE ASSIGNMENTS	18

Preamble

WHEREAS The Town Board of the Town of Long Lake at this Organizational Meeting on the 2nd of January 2026, puts forth the following actions required for the Town government of the Town of Long Lake to legally and responsibly function in the year 2026;

1. Rules of Procedure

NOW THEREFORE BE IT RESOLVED, that the following Rules of Order are hereby adopted pursuant to New York State Town Law §63 and in compliance with the Open Meetings Law (Public Officers Law Article 7):

1.1. Presiding Officer:

The Town Supervisor shall preside at all meetings of the Town Board and shall preserve order and decorum in debate.

1.2. Order of Business:

Immediately following the opening of every regular meeting, the Supervisor shall proceed with the regular order of Town business as follows:

- Approval of minutes of previous meeting(s)
- Approval of warrants
- Report and comments from the Town Supervisor
- Reports from committees
- Reports from officers and departments
- Discussion of new business
- Introduction of resolutions and motions

1.3. Public Hearings and Public Comment:

- At public hearings, the Supervisor shall instruct all persons addressing the Board to state their name and address.
- Those in favor of the proposal shall speak first, followed by those in opposition.
- Each speaker shall be limited to three (3) minutes.
- At the close of the hearing, the Supervisor may grant any member of the public a reasonable opportunity to be heard on any matter concerning Town government.
- All meetings and hearings shall comply with the Open Meetings Law, including proper notice and posting requirements.

1.4. Motions and Resolutions:

- No motion or resolution shall be brought to a vote unless it has been duly moved and seconded, and a majority of the Board members present vote in favor.

- The Town Board encourages distribution of written copies of proposed resolutions to all members prior to the meeting whenever practicable, but such distribution shall not be a condition for consideration or vote.
- Every resolution or motion shall be recorded in its entirety in the official minutes of the Town Board.

1.5. Supervisor Participation:

The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purposes.

1.6. Debate Limitations:

No member shall speak more than once on any question until every member choosing to speak has spoken, nor more than twice without leave of the Board.

1.7. Resolution Numbering:

Resolutions shall be numbered sequentially in the order in which they are presented throughout the year; with the Organizational Resolution being numbered Resolution #2026.1 of the year.

1.8. Permissible Motions During Debate:

When a question is under debate, no motion shall be entertained except:

- to adjourn or recess;
- for the previous question or to lay on the table;
- to postpone or refer to a committee; or
- to amend.

These motions are neither amenable nor debatable. No amendment may be offered to an amendment already before the Board.

1.9. Suspension of Rules:

A majority vote of all members of the Board shall be required to suspend these rules of order. A majority of the Board shall constitute a quorum.

1.10. Statutory Precedence:

If these rules conflict with statutory law, the statutory law shall take precedence.

1.11. Public Conduct:

- No member of the public shall engage in any demonstration, booing, handclapping or otherwise disrupt the formality of the Town Board meeting.
- Any person(s) speaking to the Board with the consent of the Supervisor shall address their remarks to the Board, not to other members of the audience in the form of a debate.
- The person(s) speaking to the board must state their name and address.
- The Supervisor will allow each person(s) to have three (3) minutes to speak.

1.12. Committee Meetings:

- The Town Board adopts Roberts Rules of Order, Fourth Edition, for meetings of committees appointed by the Town Board.
- Committee meetings shall comply with the Open Meetings Law when a quorum of the Board is present or when the committee is a public body under the law.

2. Officers and Employees

BE IT ALSO RESOLVED that the following provisions shall govern the appointment, qualification, and responsibilities of Town officers and employees for the calendar year 2026:

2.1. Oath of Office for Elected and Appointed Officers:

- Within thirty (30) days after the commencement of the term of office for which they are chosen, every Town officer shall take and subscribe before the Town Clerk, or a Deputy Town Clerk, the constitutional oath of office and any other oath required by law.
- Such oath shall be administered and certified without compensation and filed in the office of the Town Clerk.
- Failure to file the oath within thirty (30) days shall result in an automatic vacancy of the office pursuant to Public Officers Law §10 and §30(1)(h).

2.2. Oath or Affirmation for Employees:

- Within thirty (30) days after appointment, every Town employee not in the laborer class shall take and subscribe before the Town Clerk, or Deputy Town Clerk, a constitutional oath or affirmation and any other oath required by law.
- Such oath shall be administered and certified without compensation and filed in the office of the Town Clerk, in accordance with **Civil Service Law §62**.

2.3. Official Undertaking and Insurance:

- The Town Board hereby acknowledges and approves the procurement and maintenance of public official general liability coverage and a blanket undertaking from NYMIR, a duly authorized corporate surety, for the coverage of officers, clerks, and employees in conformance with **Public Officers Law §11(2)**.
- The blanket undertaking shall meet or exceed statutory minimum coverage requirements.

2.4. Appointments and Compensation:

- The Town Board hereby appoints, or accepts, the appointments of Town officers to serve at the pleasure of the Board unless otherwise specified by statute, as set forth in **Schedule A**.
- Annual compensation for appointed officers shall be as set forth in **Schedule B**, and salaries for elected officials shall be as set forth in **Schedule C**.
- No further formal action is required at this meeting to approve employee salaries, as such salaries were provided for in the duly adopted 2026 budget pursuant to **Town Law §27**.

2.5. Mileage Reimbursement:

- The Town Board establishes the reimbursement rate for mileage allowed to Town officers for the use of their own automobiles in the performance of their duties at seventy-two. five cents (72.5 cents) per mile.
- This rate shall be adjusted throughout the year to match the rate published by the U.S. Internal Revenue Service.

2.6. Training and Education:

- The Town Board authorizes all Town officials and employees, with approval of the Town Supervisor or Town Board, to attend any authorized school, seminar, or training session, including virtual meetings, with all actual and necessary expenses being a proper Town charge.

2.7. Employee Handbook and Policies:

- The Town Board approves the policies of the Town of Long Lake Employee Handbook, as updated in 2022, except for the grade and wage policy, which was updated individually by Resolution 62 of 2025.
- All employees shall comply with the provisions of the handbook and any applicable collective bargaining agreements.

2.8. Holiday Schedule:

- Full-time and eligible part-time employees shall be paid for the thirteen (13) holidays set forth in **Schedule D**, and Town offices shall be closed on these dates.

3. Town Board

BE IT ALSO RESOLVED that the following provisions shall govern the meetings, designations, and responsibilities of the Town Board for the calendar year 2026:

3.1. Regular Meetings:

- A regular meeting of the Town Board shall be held on the **last Wednesday of each month at 7:00 PM**, in accordance with **Town Law §62**.
- Additional meetings may be called by the Town Supervisor or by a majority of the Town Board as necessary.
- All meetings shall comply with the **Open Meetings Law (Public Officers Law Article 7)**, including proper notice, posting, and public access requirements.

3.2. Meeting Locations:

- Meetings will be held at the Long Lake Town Hall, the Long Lake Meal Site, the Long Lake Geiger Arena, or the Raquette Lake Union Free School Gymnasium unless otherwise announced.
- The official meeting schedule is set forth in **Schedule E**.

3.3. Notice and Posting Requirements:

- The Town Board shall provide public notice of all meetings in compliance with **Public Officers Law §104**, including posting in designated public locations and on the Town website.
- Emergency meetings shall be noticed as soon as practicable.

3.4. Attendance of Department Heads:

- The Town Board may request department heads or their representatives to attend meetings where warrants are audited or when departmental matters are under discussion.

3.5. Ethics Oversight:

- The Town Board designates the Hamilton County Board of Ethics to review any claims, disputes, or concerns related to the Town of Long Lake Ethics Policy.

3.6. Association of Towns Representation:

- Pursuant to *Town Law §66*, the Town Board designates _____ as the Town's Official Delegate to the Annual Meeting of the Association of Towns. The Town Board designates _____ as the alternate delegate.
- The Town Board approves _____ and _____ to attend the Annual Meeting of the Association of Towns, and to pay their actual and necessary expenses to do so, all of which are specifically authorized by state law as legitimate and proper town charges.

3.7. Committee Appointments:

- Only committees formally appointed by the Town Board shall be recognized.
- Committee assignments for 2026 are set forth in **Schedule F**.
- Committee meetings shall comply with the **Open Meetings Law** when a quorum of the Board is present or when the committee is deemed a public body under the law.
- A Deputy of the Town Clerk will act as secretary for all committees appointed by the Town Board. In the absence of the Deputy Town Clerk at a committee meeting, the Sub Chair shall act as Secretary. The Secretary must record minutes of each meeting of a committee and will assist the Chair of the Committee in preparing a report to the Town Board to be presented at the next regular meeting of the Town Board as whole.

3.8. Policy Manual Approval:

- The Town Board hereby reviews and approves the Town Policy Manual as currently adopted.

3.9. Financial Designations:

- The Town Supervisor is designated as Chief Financial Officer and Budget Officer for 2026, pursuant to Town Law §103 and General Municipal Law §11.
- The Supervisor is authorized to invest surplus funds in accordance with the Town's Investment Policy and to enter into agreements for purchases and contracts up to the limits established in the procurement policy.
- That the Town Board authorizes the signing of checks with the facsimile of the signature of the Town Supervisor, as reproduced by a check signer. [Town Law Section 29(3)]

3.10. Official Publications and Notices:

- The Town Board designates the **Hamilton County Express** as the official newspaper for legal notices.
- North Country Public Radio (NCPR) is designated for emergency and urgent public health announcements.
- Official posting areas for public notices shall include:
 - Outside window box at the Town Office Building (Long Lake)
 - Inside entryway at the Town Hall (Long Lake)
 - Outside window box at Raquette Lake Supply (Raquette Lake)
 - The Town website at www.mylonglake.com

3.11. Delegated Authority for Time-Sensitive Regional Actions:

- The Town Board authorizes the Town Supervisor to sign documents in support of regional efforts that directly benefit the Town of Long Lake, and where timing is critical to the success of the effort and thereupon advise the Town Board or seek ratification of any actions by resolution.

4. Fiscal Matters

BE IT ALSO RESOLVED that the following provisions shall govern fiscal operations of the Town of Long Lake for the calendar year 2026:

4.1. Official Depository:

- The Town Board designates **Community Bank, N.A.** as the official depository for the Town of Long Lake, and requires that the Town Supervisor, Chief of Staff to the Supervisor, Senior Account Clerk, Town Clerk, Deputy Town Clerks, Town Justices, and Town Justice Court Clerk deposit all funds coming into their hands in their official capacities in said bank, pursuant to Town Law §64(1).

4.2. Payroll Services:

- The Town Board designates **ADP Payroll Services** as the official payroll service provider for the Town of Long Lake, authorized to disburse payroll funds to employees by check or direct deposit and to permit withholding for taxes, retirement, health, and cafeteria plan benefits, in compliance with **Banking Law §96-B**, **General Municipal Law §93-d**, and **Town Law §29(3)**.

4.3. Petty Cash Fund – Parks, Recreation, and Tourism Department:

- The Town Board hereby establishes a petty cash fund for the Parks, Recreation, and Tourism Department in the amount not to exceed **Five Hundred Dollars (\$500.00)**, to be administered solely by the designated Petty Cash Custodian.
- The custodian shall safeguard the funds in a locked container at all times and maintain accurate records of all transactions.

- Petty cash shall be used only for minor, emergency purchases under **Fifty Dollars (\$50.00)** when other purchasing methods are impractical, and shall never be used to circumvent procurement policies under **General Municipal Law §104-b**.
- Each disbursement shall require an original receipt and a completed petty cash voucher stating the date, amount, purpose, and signatures of both the custodian and recipient.
- The custodian shall reconcile the petty cash fund monthly and submit a reconciliation report with supporting documentation to the Town Supervisor or Chief Financial Officer for review.
- Replenishment shall occur only upon submission of said report and shall restore the fund to its authorized limit.
- Surprise audits shall be conducted at least twice annually by the Senior Account Clerk or Town Supervisor. Any discrepancies shall be reported immediately to the Town Supervisor.
- At year-end, the custodian shall reconcile the account and deposit any remaining funds into the Town's official depository.
- These requirements are adopted pursuant to **Town Law §64** and **General Municipal Law §118**.

4.4. Advance Payment of Certain Claims:

- The Town Board authorizes the payment in advance of audits of claims for utilities, employee benefits, postage, bond payments, insurance bills, freight, and bid-procured purchases awarded by the Board, provided all such claims are presented at the next regular meeting for audit, pursuant to **Town Law §118(2)**.

4.5. Voucher Submission and Audit:

- All vouchers shall be submitted no later than **Wednesday, one week before the monthly meeting**. Vouchers received after this deadline will be held until the next scheduled warrant payment.
- All bills presented to the Town for payment must be submitted within **one year of the date of service**.

4.6. Vendor Certification:

- The Town Board shall not require the vendor claimant's certification on a voucher when accompanied by an invoice or when requested by the relevant department head or Town Supervisor.

4.7. Fee Schedules:

- The Town Board hereby reconfirms all fee schedules previously established and in effect from the prior fiscal year.

5. Town Highway Fund

BE IT ALSO RESOLVED that the following provisions shall govern the operations and responsibilities of the Town Highway Department for the calendar year 2026:

5.1. Workforce Authorization:

- The Town Highway Department shall maintain a workforce equivalent to seven (7) full-time positions plus one (1) non-benefited position.
- The permanent workforce shall consist of no more than two foremen/MEOs (one in Long Lake and one in Raquette Lake) and five MEO/Laborers. Two of the five MEO/Laborers will have their compensation appropriated to General Fund accounts for Cemetery and/or Transfer Stations.

5.2. Purchasing Authority:

- The Town Highway Superintendent shall have authority to enter into agreements for parts, road materials, outside repair contracts, leases, and equipment purchases up to a limit of \$10,000.00 per transaction.
- With the written agreement of the Town Supervisor, this authorization is extended to \$20,000.00 for any of the above expenditures.
- All purchases shall comply with the Town's Procurement Policy and General Municipal Law §104-b.

5.3. Agreement for Expenditure of Highway Moneys:

- Pursuant to Town Highway Law §284, the Town Board, Town Highway Superintendent, and Hamilton County Highway Superintendent shall enter into an agreement relative to the expenditure of highway moneys for repair and improvement of Town highways.
- The agreement shall be signed in duplicate by a majority of the Town Board members and the Town Highway Superintendent and filed in the offices of the Town Clerk and the County Highway Superintendent.

5.4. Maintenance and Repair Duties:

- The Town Highway Superintendent shall maintain, improve, and repair all Town bridges, culverts, road signs, parking areas, sidewalks, equipment, and properties as provided for in the annual budget, in accordance with Highway Law §§104, 141, and 142.
- The Town Board may assign additional duties to the Town Highway Superintendent that are not inconsistent with Town Highway Law and do not interfere with ordinary duties, pursuant to Town Law §32.

5.5. Additional Assignments and Compensation:

- The Town Board assigns the duties of Transfer Station Supervisor (TSS) for Long Lake and Raquette Lake Transfer Stations to the Town Highway Superintendent, with additional compensation of \$6,000.00, prorated across 26 pay periods.
- The Town Board assigns the duties of Cemetery Labor Supervisor (CLS) for Long Lake cemeteries to the Town Highway Superintendent, with additional compensation of \$4,000.00, prorated across 26 pay periods.
- These appointments are at-will, and the Town Board reserves the right to reassign duties and prorate compensation if changes occur mid-year.

5.6. Snowmobile Road Designation:

- The Town Board hereby designates all Long Lake Town roads as snowmobile roads for the 2025–2026 winter season, as requested annually by the NYS Department of Environmental Conservation.
- The Town Board reserves the right to post specific sections of Town roads for non-usage by snowmobiles.

5.7. Weight Restrictions:

- The Town Board authorizes the Hamilton County Highway Superintendent to post weight restrictions on Town roads within the Town of Long Lake in conjunction with Hamilton County roads when deemed necessary during spring break-up, pursuant to **Vehicle and Traffic Law Article 41, §1660 and Article 40, §1650**.

5.8. Commercial Driver’s License (CDL) Stipends:

- The Town Board shall recognize all designated employees who hold a Class A or Class B CDL and use their license in the execution of Town job duties.
- The Town shall pay a stipend of \$2,080 for employees with a Class A CDL and \$1,560 for employees with a Class B CDL, payable in the next-to-last paycheck before year-end.
- These stipends shall be prorated where necessary and appropriate based on the decision of the Town Supervisor.

Organizational Meeting Resolution

Of the Town Board of the Town of Long Lake

January 02, 2026

SCHEDULE A

1. Table A-1 Appointed Officers

The Town Board of the Town of Long Lake Appoints / Accepts the following officers to serve at the pleasure of the Town Board, as noted, effective January 1, 2026:

Office	Appointee Name
Deputy Town Supervisor ¹ <i>NYS Town Law §42</i>	Clark J. Seaman
Budget Officer ² <i>NYS Town Law §23, §103[2]</i>	Clay J. Arsenault
Chief of Staff ³ <i>NYS Town Law §29(15)</i>	Matthew A. Newby
Registrar of Vital Statistics ⁴ <i>NYS Public Health Law §4121</i>	Amber Wamback
Town Attorney ⁵ <i>NYS Town Law §20 & Local Law #2 of 2014</i>	Carl Ferrentino
Board of Assessment Review, Seat A ⁶ <i>1/1/2024 – 12/31/2029 NYS Real Property Tax Law §523</i>	James Blanchard
Board of Assessment Review, Seat B <i>10/1/2021 – 9/30/2026 NYS Real Property Tax Law §523</i>	Michael J. Black
Board of Assessment Review, Seat C <i>10/1/2020 – 9/30/2025 NYS Real Property Tax Law §523</i>	Paul Wilson
Code Enforcement Officer <i>Local Law #2 of 2022, Local Government Code Enforcement Program</i>	Paul Wilson
Deputy Code Enforcement Officer <i>Local Law #2 of 2022, Local Government Code Enforcement Program</i>	Not Appointed for 2026
Health Officer and CEO, Board of Health ⁷ <i>NYS Public Health Law §308; §320-329</i>	Russell Rider
Dog Control Officer <i>NYS Agriculture and Markets Law, Article 7, §113</i>	Andrew Pauls
Deputy Dog Control Officer <i>NYS Agriculture and Markets Law, Article 7, §113</i>	Not Appointed for 2026

¹ Deputy Town Supervisor is appointed by, and serves at the pleasure of, the Town Supervisor.

² No additional compensation is given for Budget Officer responsibilities.

³ Chief of Staff is appointed by, and serves at the pleasure of, the Town Supervisor.

⁴ No additional compensation is given for Registrar of Vital Statistics responsibilities.

⁵ Town Attorney is appointed to a two-year term aligned with biennial local election schedule. Currently 1/1/2025-12/31/2026.

⁶ Term limit dates are listed.

⁷ No additional compensation is given for Health Officer or CEO of the Board of Health responsibilities.

Marriage Officer ⁸ <i>NYS Domestic Relations Law §11(C)</i>	John Hosley
Marriage Officer <i>NYS Domestic Relations Law §11(C)</i>	Capt. Rachel Pohl
Marriage Officer <i>NYS Domestic Relations Law §11(C)</i>	Capt. Christopher Pike
Town Historian - Long Lake <i>NYS Arts and Cultural Affairs Law, §57.07, Local Government Historian Law</i>	Hallie Bond
Town Historian - Raquette Lake <i>NYS Arts and Cultural Affairs Law, §57.07, Local Government Historian Law</i>	Hallie Bond
Town Records Access (FOIL) Officer ⁹ <i>NYS Freedom of Information Law</i>	Amber Wamback
Agent to Issue Parking Permits to People with Disabilities ¹⁰ <i>NYS Town Law §30(7)</i>	Amber Wamback

2. Table A-2 Designations of Responsibility

The Town Board of the Town of Long Lake designates the following contractors in lieu of appointment of officers for the responsibilities of the following offices, effective January 1, 2026:

Office	Appointee Name
Town Bond Counsel	Orrick, Harrington, and Sutcliffe
Town Counsel for Real Property and Assessment	Daniel G. Vincelette, Esq.
Town Engineer	CHA Consulting
Town Surveyor	John Deming

3. Table A-3 Town Clerk Appointed Officers

The Town Board of the Town of Long Lake accepts the Town Clerk's appointments of the following officers to serve at the pleasure of the Town Clerk effective January 1, 2026:

Office	Appointee Name
First Deputy Town Clerk <i>NYS Town Law §30</i>	Jazmin Roche
Second Deputy Town Clerk/Records Management <i>NYS Town Law §30</i>	TBD
Deputy Registrar of Vital Statistics ¹¹ <i>NYS Public Health Law §4121.3</i>	Jazmin Roche

⁸ No compensation is provided for Town Marriage Officer (x3) responsibilities.

⁹ No additional compensation is provided for Records Access Officer responsibilities.

¹⁰ No additional compensation is provided for Agent to Issue Parking Permits to People with Disabilities responsibilities.

¹¹ No additional compensation is provided for Deputy Registrar of Vital Statistics responsibilities.

4. Table A-4 Town Justice Appointed Officers

The Town Board of the Town of Long Lake accepts the Town Justices' appointment of the following officer to serve at the pleasure of the Town Justices January 1, 2026:

Office	Appointee Name
Town Court Clerk NYS TOWN LAW §20.1(b)	Laura Moore

5. Table A-5 Town Highway Superintendent Appointed Officers

The Town Board accepts the Town Highway Superintendent's appointment of the following officer to serve at the pleasure of the Town Highway Superintendent effective January 1, 2026:

Office	Appointee Name
Deputy Town Highway Superintendent NYS Town Law §32	Alex Roalsvig

Organizational Meeting Resolution

Of the Town Board of the Town of Long Lake

January 02, 2026

SCHEDULE B

1. Table B-1 Annual Compensation Rates for Appointed Officers

The Town Board of the Town of Long Lake sets annual compensation for the following appointed officers for the fiscal year 2026 as follows:

Officer	Compensation
Town Attorney	\$ 31,000.00 ¹²
Board of Assessment Review Member (x4)	\$ 100.00
Code Enforcement Officer	\$ 80,494.44 ¹³
Dog Control Officer	\$ 4,000.00 ¹⁴
Deputy Dog Control Officer	\$ 0
Town Historian – 1 each Long Lake and Raquette Lake	\$ 2,500.00 ¹⁵
First Deputy Town Clerk	\$ 2,500.00
Second Deputy Town Clerk/Records Management	\$ 0
Town Court Clerk	\$ 24,984.73 ¹⁶
Chief of Staff	\$ 81,153.72
Deputy Town Supervisor	\$ 1,800.00 ¹⁷
Deputy Superintendent of Highways	\$ 2,500.00 ¹⁸

¹² Town Attorney salary is not eligible for COLA.

¹³ Code Enforcement Officer salary includes compensation for other duties such as Safety Manager and Business Office/HR assistance.

¹⁴ DCO and Deputy DCO salary is not eligible for COLA.

¹⁵ Town Historians compensation is not eligible for COLA.

¹⁶ Estimated total, Hourly Position.

¹⁷ Deputy Town Supervisor salary is not eligible for COLA.

¹⁸ Deputy Superintendent of Highways salary is not eligible for COLA.

Organizational Meeting Resolution

Of the Town Board of the Town of Long Lake

January 02, 2026

SCHEDULE C

1. Table C-1 Salary of Elected Officials

The Town Board of the Town of Long Lake sets the annual salary for the following elected positions for the fiscal year 2026 as follows:

Officer	Compensation
Town Board Member, each (4), 4-year Term	\$ 6,190.14
Town Supervisor, 4-year Term	\$ 60,662.22
Town Clerk, 4-year Term	\$ 60,000.00
Town Justice, each (2), 4-year Term ¹⁹	\$ 15,277.21
Town Highway Superintendent, 4-year Term	\$ 77,280.00 ²⁰
Town Sole Assessor, 6-year Term	\$ 50,222.80

¹⁹ Pursuant to NYS Town Law §27.1, Town Board Resolution of 4/29/2020, and the 2026 Adopted Budget Justice Brian C. Farr was designated Senior Town Justice for management responsibilities and accorded a stipend of \$4,000/year for such duties in addition to the salary as an elected official.

²⁰ Town Highway Superintendent Regular Salary \$67,280.00. Transfer Station Supervisor additional compensation \$6,000.00. Cemetery Labor Supervisor additional compensation \$4,000.00. See Page 5, Section 5.5

Organizational Meeting Resolution

Of the Town Board of the Town of Long Lake

January 02, 2026

SCHEDULE D

1. Table D-1 2026 HOLIDAY SCHEDULE

The Town Board resolves that the Town will pay full-time and eligible part-time year-round employees the following thirteen holidays:

Employees who work on a holiday will be compensated at 1.5 x their regular hourly rate for each hour worked. This is in addition to the holiday pay described above.

Holiday	Date
New Year's Day	Thursday, January 1, 2026
Martin Luther King, Jr. Day	Monday, January 19, 2026
Presidents' Day	Monday, February 16, 2026
Good Friday	Friday, April 3, 2026
Memorial Day	Monday, May 25, 2026
Juneteenth Day	Friday, June 19, 2026
Independence Day	Friday, July 3, 2026
Labor Day	Monday, September 7, 2026
Columbus Day	Monday, October 12, 2026
Veterans' Day	Wednesday, November 11, 2026
Thanksgiving	Thurs. Nov. 26 & Fri. Nov. 27, 2026
Christmas	Friday, December 25, 2025
New Year's Day	Friday, January 1, 2027

Organizational Meeting Resolution

Of the Town Board of the Town of Long Lake

January 02, 2026

SCHEDULE E

1. Table E-1 2026 TOWN BOARD MEETING SCHEDULE

The Town Board of the Town of Long Lake hereby adopts the following schedule for Board Meetings for the 2026 Calendar Year:

Additional Town Board meetings may be called by the Town Supervisor or Town Board as necessary.

DATE	Time	Location	Meeting Type
January 02, 2026	7:00 PM	Long Lake Town Hall	Organizational
January 28, 2026	7:00 PM	Long Lake Town Hall	Regular
February 25, 2026	7:00 PM	Long Lake Town Hall	Regular
March 25, 2026	7:00 PM	Long Lake Town Hall	Regular
April 29, 2026	7:00 PM	Long Lake Town Hall	Regular
May 27, 2026	7:00 PM	Long Lake Town Hall	Regular
June 24, 2026	7:00 PM	Long Lake Town Hall	Regular
July 29, 2026	7:00 PM	Raquette Lake Union Free School	Regular
August 26, 2026	7:00 PM	Long Lake Town Hall	Regular
September 30, 2026	7:00 PM	Long Lake Town Hall	Regular
October 07, 2026	7:00 PM	Long Lake Town Hall	Budget Workshop
October 14, 2026	7:00 PM	Long Lake Town Hall	Budget Workshop
October 21, 2026	7:00 PM	Long Lake Town Hall	Budget Workshop
October 28, 2026	7:00 PM	Long Lake Town Hall	Regular
November 18, 2026	7:00 PM	Long Lake Town Hall	Regular
December 16, 2026	7:00 PM	Long Lake Town Hall	Regular
January 04, 2027	7:00 PM	Long Lake Town Hall	Organizational

- *Additional Budget Workshops may be scheduled for each Wednesday in November, but no later than November 12th, if necessary.*

Organizational Meeting Resolution

Of the Town Board of the Town of Long Lake

January 02, 2026

SCHEDULE F

1. Table F-1 TOWN BOARD COMMITTEE ASSIGNMENTS

The Town Board of the Town of Long Lake accepts the Town Supervisor's appointees to the following standing committee seats for the calendar year 2026:

Department Committee	Chair	Sub Chair	Town Officers/Employees
Parks, Recreation & Tourism			
- Recreational Facilities and Trails	Nathan Hosley	Mark Bird	Alex Roalsvig Matt Newby
- Snowmobile Trails			
- Publicity and Marketing			
- Events			
Personnel			
- Human Resources	Thomas Donnelly	Clay J. Arsenault	Amy Zick Paul Wilson Matt Newby
Comprehensive Plan			
- Code Enforcement	Mark Bird	Nathan Hosley	Matt Newby Paul Wilson Alex Roalsvig
- Real Property			
- Housing			
- Grants			
- Planning			
Public Works			
- Highway	Richard Dechene	Thomas Donnelly	Michael Lamphear Keith Austin Matt Newby
- Water Districts			
- Transfer Stations			
- Buildings, Grounds, Property Management			
Safety			
- Safety	Clay J. Arsenault	Richard Dechene	Paul Wilson Michelle Hamdan Michael Lamphear Craig Wamback Keith Austin
- Emergency Management			
- E-911/Fire/EMS (Essex + Herkimer)			
- Town Bus Operations			

MOTION by Councilman Bird, seconded by Councilman Hosley to adopt this Resolution.

VOTING					
Clay J. Arsenault	Supervisor	<u>Aye</u>	No	Abstain	Absent
Mark A. Bird	Councilman - Seat A	<u>Aye</u>	No	Abstain	Absent
Thomas L. Donnelly	Councilman - Seat B	<u>Aye</u>	No	Abstain	Absent
Richard B. Dechene	Councilman - Seat C	Aye	No	Abstain	<u>Absent</u>
Nathan Hosley	Councilman - Seat D	<u>Aye</u>	No	Abstain	Absent
<u>Adopted</u> / Not Adopted					

Town Clerk Certification

STATE OF NEW YORK
COUNTY OF HAMILTON
Office of the Clerk of the
TOWN OF LONG LAKE

ss.:

I, Amber L. Wamback, Clerk of the Town of Long Lake, in the County of Hamilton, New York, DO HEREBY CERTIFY that I have compared the preceding Resolution with the original thereof filed in my office on January 2nd, 2026, and that the same is a true and correct copy of said original and of the whole thereof so far as the same relate to the subject matters referred to therein.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Town this 2nd day of January 2026.

Amber L. Wamback
Town Clerk

(Seal of the Town of Long Lake)