

The Annual Organizational Meeting of the Town Board of Long Lake, Hamilton County, New York was held January 28, 2026, 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 a prayer by Supervisor Arsenault. Seven people attended.

Roll Call: Members present:

Clay J. Arsenault	Supervisor
Thomas L. Donnelly	Councilman
Mark A. Bird	Councilman
Nathan S. Hosley	Councilman
Richard B. Dechene	Councilman

Also in attendance: Chief of Staff Matthew Newby, Town Attorney, Carl Ferrentino 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 December 17, 2025.

Adopted:

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

Motion by Supervisor Arsenault, seconded by Councilman Hosley to accept the Organizational Meeting Minutes for January 02, 2026.

Adopted:

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

Motion by Councilman Donnelly, seconded by Councilman Bird to pay encumbrances as listed on Abstract # 1 of 2026.

Adopted:

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

Bills listed on abstract 1

General Fund #A 0001 – A 0124	in the amount of	\$441,198.61
Highway Fund #D 001 – D 026	in the amount of	208,007.15
Water District 1 #SW1 001- SW1 018	in the amount of	4,000.90
Water District 2 #SW2 001 - SW2 034	in the amount of	116,067.44

SUPERVISOR’S REPORT

Expenditure and Revenue Reports, Highway report and Town Clerk report were in the Board’s packet for review.

Pat Benton sent a thank you letter to the Town for the continued support of the holiday meals.

The Town was able to get Cyber Insurance for 2026.

Jennings Park Pond- The causeway rebuild remains under evaluation. The Town is currently in the FEMA appeal phase for funding the design and repair related to the July 2023 Flood damage. Once FEMA makes their decision, any financial decision about moving forward will ultimately rest with the voters.

The original causeway was a simple earth berm with a concrete spillway, todays engineering, safety, and environmental standards require that any rebuild structure meet modern codes, this will be costly.

Councilman Donnelly, Matt Newby, Paul Wilson and Supervisor Arsenault met with engineer Wiley Levine to discuss options the Town could pursue and the costs.

Snowmobile Trails- both groomers have had repeated major breakdowns this season, its difficult to keep the trails groomed with the groomers breaking down. There is grant funding available from the Fynch Prun settlement, which could cover most or all the cost of one new groomer.

Supervisor Arsenault asked the Board if they would like to start the procurement process to buy a new groomer. The Board agreed to start the process.

ECode360- Town Attorney Carl Ferrantino and Chief of Staff Matt Newby have been working together to get the new eCode360 online service up and running, this will compile all the Town’s legislation into one single source.

NEW BUSINESS

RESOLUTION 2026.2

RESOLUTION AUTHORIZING THE HIGHWAY LAW § 284 AGREEMENT FOR EXPENDITURE OF TOWN HIGHWAY FUNDS FOR FISCALYEAR 2026

WHEREAS,

1. Highway Law § 284 mandates that all moneys levied and collected for the repair and improvement of highways (including sluices, culverts, bridges under five-foot span, and boardwalks) as well as state aid under §§ 279 and 282, and other transferred funds under Town Law § 113 or Highway Law § 285 a, must be expended only pursuant to a written agreement between the Town Board and Superintendent of Highways.

2. Such agreement must be signed in duplicate by a majority of Town Board members and the Highway Superintendent, and one copy filed with the Town Clerk and one with the County Highway Superintendent.
3. Expenditures under the agreement must be made by the Town Supervisor on vouchers approved by the Highway Superintendent.
4. Funds received through CHIPS (§ 10-c) are similarly subject to this §284 requirement.
5. The Superintendent of Highways has prepared an estimate and proposed agreement for the expenditure of Town Highway funds for fiscal year 2026.

The Town Board has reviewed said estimate and agreement and finds them satisfactory in accordance with statutory requirements

NOW, THEREFORE, BE IT RESOLVED,

1. That the Town Board hereby approves the 2026 Highway Law § 284 agreement (“Agreement”) between the Town of Long Lake and the Town Superintendent of Highways, outlining the specific places and manner for expenditure of Town Highway Fund monies, State Highway Aid (CHIPS), and any transferred funds.
2. That the Town Supervisor and at least two Councilmembers are authorized and directed to execute the Agreement in the form attached, and Superintendent of Highways is likewise to sign.
3. That the following preliminary allocation shall apply (subject to adjustment within approved budget and statutory limits):
 - a) General repairs & primary work: \$ 622,853.34
4. That the Town Supervisor shall disburse all funds in accordance with the Agreement only upon presentation of vouchers approved by the Superintendent of Highways, as required by § 284.
5. That any amendment to project scope, expenditure limits, or schedule shall require a written supplemental § 284 Agreement executed by a majority of the Town Board and the Superintendent, filed in duplicate as above.
6. That the Town Clerk is hereby directed to:

Motion by Councilman Hosley, seconded by Councilman Donnelly to approve Resolution 2026.2.

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

RESOLUTION 2026.3

RESOLUTION AUTHORIZING THE ANNUAL AGREEMENT WITH THE ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD FOR 2026

WHEREAS:

1. Executive Law § 803-a establishes the Adirondack Park Local Government Review Board (APLGRB) to represent the interests of local governments within the Adirondack Park and to review and comment on Adirondack Park Agency policies and actions.

2. The APLGRB provides advocacy, policy review, and coordination services that benefit the Town of Long Lake and other municipalities within the Adirondack Park.
3. The Town Board recognizes the importance of maintaining membership and support for the APLGRB to ensure local representation in state-level decisions affecting the Adirondack Park.
4. The Town Board included Five Hundred Dollars (\$500.00) in the adopted 2026 Town Budget under A1010.4 Town Board for this purpose.
5. The APLGRB has submitted its annual request for municipal support and agreement for 2026.

NOW, THEREFORE, BE IT RESOLVED,

1. That the Town Board hereby approves entering into the annual agreement with the Adirondack Park Local Government Review Board for 2026, as requested.
2. That the Town Supervisor is authorized and directed to execute said agreement on behalf of the Town of Long Lake.
3. That the Town Board authorizes payment of Five Hundred Dollars (\$500.00) from A1010.4 Town Board as provided in the adopted 2026 Town Budget.
4. That the Town Clerk is hereby directed to:
 - a. receive and file the fully executed agreement described in this Resolution;
 - b. index such agreement as Exhibit B in the meeting-wide Exhibit list and cross-reference it on the face of this Resolution.
 - c. preserve the Clerk's copy of the agreement as part of the permanent minutes packet in accordance with the Town's adopted LGS-1 retention schedule and records management policies.
 - d. That the Town Clerk is authorized to maintain a digital copy of the agreement in the Town's records repository and post a public-facing PDF with the meeting minutes to facilitate public access under Public Officers Law § 106.
5. That this Resolution shall take effect immediately upon adoption.

Motion by Councilman Bird, seconded by Councilman Donnelly to approve Resolution 2026.3.

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

RESOLUTION 2026.4

RESOLUTION TO APPROVE CHA HYDRAULIC MODELING PROPOSAL AND AUTHORIZE CONTRACT NEGOTIATION

WHEREAS:

1. Town Law §64(6) authorizes the Town Board to award contracts for professional services and §29 authorizes the Town Supervisor to execute such contracts upon Board approval.
2. CHA Consulting, Inc. has submitted a proposal dated December 17, 2025, to provide hydraulic modeling services for the Long Lake Water District and Raquette Lake Water District, and to

assist with preliminary coordination with NYS DOT regarding the planned sidewalk and water main replacement project in the Long Lake Water District.

3. The proposed scope includes data gathering, construction and calibration of Water CAD models, hydrant flow testing, simulation of current and future operating conditions, identification of priority system improvements, and preparation of a technical memorandum, along with up to 40 hours of NYS DOT coordination.
4. The Water Superintendent has obtained a prior hydraulic model and related data prepared for the Town by a former engineer in connection with an earlier project, and CHA is reviewing that legacy model to determine whether portions can be reused or adapted for this engagement, potentially reducing the level of effort and fee; and
5. The total not-to-exceed cost of the proposal is \$89,800, allocated as follows:
 - Long Lake Water District (SW2) Hydraulic Model: \$56,700
 - Raquette Lake Water District (SW1) Hydraulic Model: \$24,300
 - NYS DOT Coordination: \$8,800
6. The cost shall be charged to the respective operating funds for the two water districts in proportion to the work being performed, specifically SW1.8310.400 (\$24,300) and SW2.8310.400 (\$65,500).
7. The New York State Department of Health, through its regional engineer Marlene Martin, has advised the Town that hydraulic modeling studies for both districts are necessary to address longstanding system deficiencies and to support future improvements, and has requested updates on progress, underscoring the urgency and regulatory importance of this work.
8. The Town Board desires to approve the proposal as a basis for scope and budget, while clarifying that the proposal itself does not constitute a contract, and that the Town Supervisor shall negotiate and execute a formal contract consistent with the proposal and the Town's Municipal Consulting Agreement.
9. This action is classified as a Type II action under 6 NYCRR Part 617.5(c)(1) and (2) of the State Environmental Quality Review Act (SEQRA), as it involves routine activities of local government and planning studies without commitment to construction, and therefore is not subject to further environmental review.

NOW, THEREFORE, BE IT RESOLVED,

1. **Approval and Cap.** The Town Board approves the proposal submitted by CHA Consulting, Inc., dated December 17, 2025, as the basis for scope and budget, for a not-to-exceed amount of Eighty-Nine Thousand Eight Hundred Dollars (\$89,800), subject to the adjustments described below.
2. **Negotiation Authority; Use of Legacy Model.** The Town Supervisor is authorized and directed to negotiate and execute a written contract with CHA that: (a) incorporates and documents any reuse of the Town's legacy hydraulic model and data; (b) reduces the scope, level of effort, and fee commensurate with any such reuse; and (c) preserves the Town's ownership and license rights in all model files and work products. Any change that increases the not-to-exceed amount above \$89,800 shall return to the Town Board for advance approval.
3. **Funding Allocation.** Costs shall be charged to SW1.8310.400 in the amount actually attributable to the Raquette Lake Water District work and to SW2.8310.400 in the amount actually

attributable to the Long Lake Water District work, with the initial allocation not to exceed \$24,300 to SW1 and \$65,500 to SW2, subject to downward adjustment upon contract execution to reflect any negotiated fee reduction.

4. **Implementation.** The Town Supervisor and staff are authorized to take all actions necessary to implement this resolution, issue a Purchase Order that reflects any negotiated reductions, and coordinate with CHA and NYSDOT.
5. That the Town Clerk is hereby directed to:
 - a. Receive and file the CHA Consulting, Inc. proposal dated December 17, 2025, and any related cost allocation tables or technical memoranda referenced within.
 - b. Index such Agreement as Exhibit C (as indexed in the meeting-wide Exhibit list maintained by the Clerk) to the minutes of this meeting and cross-reference the exhibit on the face of the adopted Resolution.
 - c. Preserve these exhibits as part of the permanent minutes record in accordance with the Town's adopted LGS-1 retention schedule and records management policies.
 - d. The Town Clerk is authorized to maintain digital copies of the exhibits in the Town's records repository and post a public-facing PDF with the meeting minutes to facilitate public access under Public Officers Law § 106.

Motion by Councilman Donnelly, seconded by Councilman Hosley to approve Resolution 2026.4.

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

RESOLUTION 2026.5

RESOLUTION ACCEPTING OFFICER'S REPORTS FOR THE JANUARY 28, 2026 MEETING

NOW, THEREFORE, BE IT RESOLVED,

1. That the Town Board hereby accepts the annual reports of the Town Sole Assessor, Town Code Enforcement Officer, Town Historian, and Director of Parks, Recreation, and Tourism as presented at this meeting, and directs that such reports be:
 - a. filed and preserved as part of the permanent minutes packet in accordance with the Town's adopted LGS-1 retention schedule and records management policies.
 - b. indexed in the meeting-wide Exhibit list maintained by the Clerk and cross-referenced on the face of this Resolution.
 - c. authorizes the Town Clerk to maintain digital copies in the Town's records repository and post public-facing PDF's with the meeting minutes to facilitate public access under Public Officers Law § 106.

Clerk's Note: the below reports are available at the Town Clerk's Office during regular business hours.

- *Town Sole Assessor's 2025 Annual Report*
- *Town Code Enforcement Officer's 2025 Annual Report*
- *Town Historian's 2025 Annual Report*

- *Director of Parks, Recreation and Tourism 2025 Annual Report*

Motion by Supervisor Arsenault, seconded by Councilman Bird to approve Resolution 2026.5.

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

RESOLUTION 2026.6

RESOLUTION AUTHORIZING DECOMMISSIONING AND DISPOSAL OF SURPLUS PELLETT BOILERS

WHEREAS:,

1. Town Law §64(2) authorizes the Town Board to dispose of personal property no longer needed for Town Purposes.
2. General Municipal Law §507 requires that such property be sold at public auction or by sealed bid, with notice published at least ten days prior in the official newspaper.
3. The Town installed pellet boilers in 2016 at Town Hall and the Town/County Highway Garage, and they have since proven operationally deficient.
4. The Board has determined that the boilers and associated equipment are no longer necessary or useful for municipal purposes and that all net proceeds from the sale shall be deposited into the Town's general fund.

NOW, THEREFORE, BE IT RESOLVED,

1. That the Town Board declares the pellet boilers and associated equipment to be surplus personal property pursuant to Town Law § 64(2).
2. The Town Supervisor is authorized to designate and contract with a qualified contractor to decommission and remove the pellet boilers and associated equipment and restore the premises to a safe operational condition.
3. That the surplus property shall be sold at public auction or by sealed bid pursuant to General Municipal Law §507, with public notice published at least ten days in advance in the official newspaper.
4. That all net proceeds from the sale shall be deposited into the Town's general fund.
5. That the Town Supervisor, Highway Superintendent, and Town Clerk are authorized and directed to take all actions necessary to carry out the terms of this resolution.
6. This resolution shall take effect immediately.

Motion by Supervisor Arsenault, seconded by Councilman Hosley to approve Resolution 2026.6.

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

Richard Dechene

Aye

RESOLUTION 2026.7

RESOLUTION APPROVING THE 2026 CONTRACT WITH THE NORTHERN FOREST CENTER

WHEREAS:

1. The Northern Forest Center is a not-for-profit corporation committed to supporting jobs, conserving forestland, and strengthening communities throughout the Northern Forest region, including the Town of Long Lake.
2. The Town Board of the Town of Long Lake recognizes that such services benefit residents and visitors by promoting forest industries, recreational trail development, and community vitality.
3. The sum of \$1,750 was appropriated in the 2026 Adopted Town Budget under account No. A1010.4 for payment to the Northern Forest Center.
4. Town Law § 64(6) authorizes the Town Board to enter into contracts for the benefit of the Town, and General Municipal Law § 103 governs procurement requirements, which are satisfied here as this is a professional service agreement with a not-for-profit entity.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Town Board hereby approves the 2026 Agreement with the Northern Forest Center for the purpose of promoting forest industries, supporting recreational trail development, and advancing community initiatives in the Northern Forest region.
2. That the Town Supervisor is authorized and directed to execute said Agreement on behalf of the Town of Long Lake.
3. That the Town Board authorizes payment of One Thousand Seven-Hundred and Fifty (\$1,750) from A1010.4 Town Board as provided in the 2026 Town Budget.
4. That the Northern Forest Center shall use said funds to further its mission, including promoting Long Lake within its regional initiatives, and shall provide a year-end report within 60 days of the close of its fiscal year if requested by the Town Budget Officer.
5. That the Town Clerk is hereby directed to:
 - a. receive and file the fully executed agreement described in this Resolution;
 - b. index such agreement as Exhibit H in the meeting-wide Exhibit list and cross-reference it on the face of this Resolution.
 - c. preserve the Clerk's copy of the agreement as part of the permanent minutes packet in accordance with the Town's adopted LGS-1 retention schedule and records management policies.
 - d. That the Town Clerk is authorized to maintain a digital copy of the agreement in the Town's records repository and post a public-facing PDF with the meeting minutes to facilitate public access under Public Officers Law § 106.
6. This resolution shall take effect immediately.

Motion by Supervisor Arsenault, seconded by Councilman Dechene to approve Resolution 2026.7.

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

RESOLUTION 2026.8

RESOLUTION TO ADOPT THE PRO-HOUSING COMMUNITIES PLEDGE

WHEREAS:

1. The Town of Long Lake believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State's economic growth and community well-being.
2. The housing crisis has negative effects at regional and local levels, and every community must do its part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities.
3. Supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities.
4. Evidence shows that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits.
5. Affirmatively furthering their fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant.

NOW, THEREFORE, BE IT RESOLVED:

That the Town of Long Lake, in order to take positive steps to alleviate the housing crisis, adopts the Pro-Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessory dwelling units, and supportive housing.

Motion by Councilman Hosley, seconded by Councilman Donnelly to approve Resolution 2026.8.

Adopted:	Clay J. Arsenault	Aye
	Thomas L. Donnelly	Aye

Mark A. Bird	Aye
Nathan S. Hosley	Aye
Richard Dechene	Aye

COUNCILMAN COMMENT

Councilman Hosley and Councilman Donnelly both commented on how well the Long Lake Winter Carnival went and how well it was attended.

PUBLIC COMMENT

James Bateman thanked the Highway Department for clearing the high banks at the end of driveways.

ADJOURN

Motion by Supervisor Arsenault, seconded by Councilman Donnelly to adjourn at 8:00PM.

Attested by: _____

Amber L. Wambach, Town Clerk