

**A Regular Meeting of the Town Board of Long Lake, Hamilton County, New York was held April 29, 2026, at the Long Lake Town Hall at 07:04 PM Supervisor Arsenault called the meeting to order with the Pledge of Allegiance to the Flag of the United States of America and a prayer.**

**Eight people were in attendance.**

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

Absent: Councilman, Mark A. Bird

Also in attendance: Chief of Staff Matthew Newby, Town Attorney Carl Ferrentino, and Town Clerk Amber Wamback.

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

**BOARD APPROVALS**

**Motion** by Councilman Donnelly, seconded by Councilman Hosley to accept the minutes for the Public Hearing for Local Law #1 of 2026, Local Law #2 of 2026, and Local Law #3 of 2026 held March 25, 2026.

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

**Motion** by Supervisor Arsenault, seconded by Councilman Donnelly to accept the Regular Meeting Minutes for March 25, 2026.

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

**Motion** by Supervisor Arsenault, seconded by Councilman Donnelly to pay encumbrances as listed on Abstract # 4 of 2026.

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

**Bills listed on abstract 4**

General Fund #A 0278 – A 0366	in the amount of	\$158,431.28
Highway Fund #D 063 – D 083	in the amount of	99,405.90
Water District 1 #SW1 043- SW1 053	in the amount of	2,587.08
Water District 2 #SW2 085 - SW2 112	in the amount of	30,177.25

## **SUPERVISOR'S REPORT**

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

Supervisor Arsenault thanked all who worked on fixing the Beach bathroom, he said the Town has very dedicated and talented employees, and they did a tremendous job.

### Correspondence-

Marc Compeau, Professor of Practice, Consumer and Organizational Studies at Clarkson reached out to Supervisor Arsenault and sent him a sample Strategic Plan. Supervisor Arsenault suggested that the Town needs to find a way to better communicate all the things that the Town is actively working on. Items in the strategic plan are covered in the Comprehensive planning efforts, but documents, ideas and efforts are not easily available to the public. Matt, Jazmin, and Amber are working together to research .GOV site options to start a project plan; having the .GOV site will help make these kinds of things more available to the public.

Bob Lucci provided Supervisor Arsenault with a land survey from the 70's, the survey showed what is called Middle Island as Pine Island. Mr. Lucci is concerned that the public will be confused by what the Town has stated. The Town wants the public to be aware that whether you call it Middle Island or Pine Island, the public needs to know that the detached piece of land at the end of the spillway is only partially owned by the Town, and to please respect Mr. Lucci's private property. There is no public access to that area.

### New Employees-

Supervisor Arsenault welcomed Town of Long Lake new hires; Shaneka Burch the Long Lake Transfer Station attendant and Scott Hollenbeck the Raquette Lake Transfer Station attendant, and Sam Hunt Highway Department, MEO.

Town Clerk's monthly report was included in the Board's packets for review.

Highway Report- Superintendent Lamphear commented that Spring Cleanup will be May 4<sup>th</sup>- May 15<sup>th</sup> this year, forms will be available at the Town Clerk's office.

Highway's monthly report was in the Board's packets for review.

Alex Roalsvig, Parks and Recreation Director addressed the Board and gave them a brief overview of future and past Parks and Recreation activities; 4<sup>th</sup> of July Bed Races are back, Music by the Lake series, ballfield improvements, Memorial Day planning, Community Pride Day May 6<sup>th</sup>, renting lifts to repair the large flagpole at Mt. Sabattis Recreation Area and to hang military banners, and summer staffing.

## **NEW BUSINESS**

### **RESOLUTION NO: 2026.23**

### **TITLE: AUTHORIZING THE LONG LAKE FARMERS' MARKET ON TOWN PROPERTY AND EXEMPTING PARTICIPATING VENDORS**

#### **WHEREAS:**

1. **AUTHORITY:** The Town Board is authorized to regulate and permit the use of Town owned

property pursuant to Town Law § 64, and specifically under Section 16 of Local Law No.2 of 2026 (“Peddling, Soliciting, and Mobile Vending Law”), which provides that a farmers’ market may be authorized by resolution of the Town Board; and

2. **PURPOSE and PUBLIC BENEFIT:** The Town Board finds that the Long Lake Farmers’ Market is a valued community event that supports local agriculture, enhances quality of life for residents, and contributes positively to the Town’s seasonal economy; and

3. **FINDINGS OF FACT:** Under Section 8(f) of the recently adopted Local Law No. 2 of 2026, vendors participating in a farmers' market that has been authorized by Town Board resolution are explicitly exempt from needing to obtain individual Town peddling or vending licenses; and

4. **COORDINATION:** The Town Board wishes to acknowledge Ruth Howe for volunteering to assist with the informal coordination of the Long Lake Farmers’ Market for the 2026 season; and

5. **CONSISTENCY:** This action is consistent with the Town’s goals of encouraging community events, supporting local agriculture, and maintaining a welcoming environment for small vendors while ensuring basic safety and liability protections; and

6. **SEQR:** This action is a Type II SEQR action which is strictly financial or legal and has no physical or environmental impact, is not subject to SEQR review because it constitutes a Type II action under the SEQR regulations and such action is considered routine administrative or financial activities with no potential for significant environmental impact.

**NOW, THEREFORE, BE IT RESOLVED:**

1. **APPROVAL / AUTHORIZATION:** The Town Board of the Town of Long Lake hereby authorizes the operation of the Long Lake Farmers’ Market on Town-owned property for the 2026 season; and

2. **VOLUNTEER ACKNOWLEDGMENT:** Ruth Howe is hereby acknowledged as a volunteer assisting with the coordination of the Long Lake Farmers’ Market for the 2026 season, provided that nothing herein shall be construed to create an employment relationship, contractual obligation, or regulatory duty; and

3. **IMPLEMENTATION:** Pursuant to Section 8(f) of Local Law No. 2 of 2026, vendors operating as part of the authorized Long Lake Farmers’ Market are exempt from individual Town peddling and vending license requirements for the duration of such market operations; and

4. **BUDGET AUTHORIZATION:** No specific budget authorization or Town expenditure is required to carry out this Resolution; and

5. **EFFECTIVE DATE:** This Resolution shall take effect immediately unless otherwise stated or required by law.

**BE IT FURTHER RESOLVED:**

1. **DIRECTIVES TO OFFICERS AND STAFF:** That the Supervisor, Town Clerk, Attorney for the Town, and all relevant staff are hereby directed to take any and all administrative, legal, and operational actions necessary to carry out the intent and directives of this Resolution.

**Motion** by Councilman Dechene, seconded by Councilman Hosley to approve Resolution 2026.23.

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

**RESOLUTION NO: 2026.24**

**TITLE: RESOLUTION DESIGNATING THE TOWN SUPERVISOR AS AUTHORIZED OFFICIAL FOR NBRC TECHNICAL ASSISTANCE FUNDING**

**WHEREAS:**

- 1. **AUTHORITY:** The Town Board is empowered to authorize the application for, and acceptance of, state and federal grants pursuant to New York State Town Law § 64; and
- 2. **PURPOSE/NEED:** The Town of Long Lake intends to apply for Technical Assistance funding from the Northern Borders Regional Commission (NBRC) for the project entitled “Jennings Pond Reuse Feasibility Study”; and
- 3. **FINDINGS OF FACT:** Clay J. Arsenault, as the Town Supervisor, serves as the Chief Fiscal Officer and is the appropriate official to act on behalf of the Town as the Authorized Official for such grant applications; and
- 4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board has evaluated potential budgetary impacts, long-term operational implications, and administrative requirements related to this action; and
- 5. **CONSISTENCY:** This action is consistent with the Town’s ongoing efforts to address infrastructure needs and evaluate the future of Town assets such as Jennings Pond; and
- 6. **SEQR:** This action is a Type II SEQR action which is strictly financial or legal and has no physical or environmental impact, is not subject to SEQR review because it constitutes a Type II action under the SEQR regulations and such action is considered routine administrative or financial activities with no potential for significant environmental impact.

**NOW, THEREFORE, BE IT RESOLVED:**

- 1. **APPROVAL / AUTHORIZATION:** The Town Board hereby authorizes the application for, acceptance of, and expenditure of grant funds from the Northern Borders Regional Commission for the Jennings Pond Reuse Feasibility Study; and
- 2. **DELEGATION OF AUTHORITY:** Clay J. Arsenault, Town Supervisor, is hereby designated as the Authorized Official for this project, with full authority to execute any and all NBRC investment documents and agreements necessary to bind the Town of Long Lake in furtherance of this action; and
- 3. **EFFECTIVE DATE:** This Resolution shall take effect immediately unless otherwise stated or required by law.

**BE IT FURTHER RESOLVED:**

- 1. **ADMINISTRATIVE DIRECTIVE:** The Town Clerk is directed to maintain a certified copy of this Resolution and all associated grant documents in the official Town Records.

**Motion** by Councilman Dechene, seconded by Councilman Hosley to approve Resolution 2026.24.

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

**RESOLUTION NO: 2026.25**

**TITLE: RESOLUTION ESTABLISHING THE STANDARD WORKDAY AND REPORTING FOR ELECTED AND APPOINTED OFFICIALS FOR RETIREMENT PURPOSES**

**WHEREAS:**

- 1. **AUTHORITY:** Pursuant to the New York State and Local Retirement System (NYSLRS) Regulation 2 NYCRR § 315.4, the Town of Long Lake is required to establish by resolution the standard workdays for elected and appointed officials and to report these officials to the Retirement System based on their Record of Activities (ROA); and

2. **PURPOSE/NEED:** The purpose of this resolution is to formalize the standard work day designations and reporting results for officials whose terms of office commenced on or after January 1, 2026, ensuring compliance with the reporting requirements of the Office of the State Comptroller; and
3. **FINDINGS OF FACT:** The officials listed herein have maintained and submitted a Record of Activities (ROA) or have attested to their current time records in accordance with NYSLRS regulations, and the Town Board has reviewed these records for accuracy; and
4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** This resolution ensures the proper accrual of retirement service credit for Town officials in accordance with State law and involves no additional direct expenditure of Town funds beyond established budgetary appropriations for payroll and benefits; and
5. **CONSISTENCY:** This action is consistent with existing Town policies, plans, goals, and legally mandated obligations; and
6. **SEQR:** This action is a Type II SEQR action which is strictly financial or legal and has no physical or environmental impact, is not subject to SEQR review because it constitutes a Type II action under the SEQR regulations and such action is considered routine administrative or financial activities with no potential for significant environmental impact.

**NOW, THEREFORE, BE IT RESOLVED:**

1. **ESTABLISHMENT:** That the Town of Long Lake, Location Code 30227, hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their Record of Activities as follows:

- a. Amber Wambach, Town Clerk: Standard Work Day: 8.0 hrs; Term 01/01/2026 - 12/31/28; ROA Result: 19.03 days/month
- b. John Adams, Town Justice: Standard Work Day: 6.0 hrs; Term: 01/01/26–12/31/29; ROA Result: 7.73 days/month.
- c. Michael Lamphear, Highway Superintendent: Standard Work Day: 8.0 hrs; Term: 01/01/26–12/31/28; ROA Result: 23.677 days/month.
- d. Matthew Newby, Confidential Secretary: Standard Work Day: 8.0 hrs; Term: 01/01/26–12/31/28; ROA Result: 21.97 days/month.
- e. Paul Wilson, Code Enforcement Officer : Standard Work Day 8.0 hrs; Term 01/01/2026-12/31/2026; ROA Result 20.85 days/month
- f. Dr. Russel Rider, Town Physician: Standard Work Day 8.0 hrs; Term 01/01/2026-12/31/2026; ROA Result 20.66 days/month
- g. Clay Arsenault, Town Supervisor: Standard Work Day: 8.0 hrs; Term: 01/01/26–12/31/28; ROA Result: 36.00 days/month.
- h. Mark Bird, Councilperson: Standard Work Day 6 hrs; Term 01/01/2026-12/31/2028; ROA Result: 3.72 days/month

2. **POSTING REQUIREMENT:** That the Town Clerk is hereby directed to post a copy of this resolution (Form RS 2417-A/B) on the Town’s official website or the official sign board at the main entrance of the Clerk’s Office for a minimum of 30 days.

3. **FILING REQUIREMENT:** That the Town Clerk is further directed to file a certified copy of this resolution and the required affidavit of posting with the Office of the New York State Comptroller within 45 days of adoption.

4. **EFFECTIVE DATE:** This Resolution shall take effect immediately unless otherwise stated or required by law.

**Motion** by Supervisor Arsenault, seconded by Councilman Donnelly to approve Resolution 2026.25.

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

**COUNCILMAN COMMENT**

Councilman Hosley commented that Chad Baker did a great job on replacing the roofing on the Town Hall shed.

Councilman Dechene thanked Keith Austin and Craig Wamback for fixing the Beach bathroom floors, and thanked Craig for working on fixing up the exterior of the Town Office Building.

Councilman Dechene commented that he is concerned that John Dillon Park will be closed for the 2026 Summer season, he would like to see the Town write a letter to the Paul Smith's College Board of Trustees and Directors letting them know that John Dillon Park is an important part of the Long Lake community.

**PUBLIC COMMENT** - No one from the public wished to comment.

**ADJOURN**

**Motion** by Councilman Hosley, seconded by Councilman Donnelly to adjourn at 7:32 PM.

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

Amber L. Wamback, Town Clerk