

A Regular Meeting of the Town Board of Long Lake, Hamilton County, New York was held March 25, 2026, at the Long Lake Town Hall at 07:09 PM Supervisor Arsenault called the meeting to order with the Pledge of Allegiance to the Flag of the United States of America and held a moment of silence for all the brave service members who gave their lives for our country while fighting in the Middle East this month. Eight people were in attendance.

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 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 Dechene to accept the Regular Meeting Minutes for February 25, 2026.

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

*Councilman Hosley abstained due to not being able to make the February meeting.

Motion by Councilman Donnelly, seconded by Councilman Bird to pay encumbrances as listed on Abstract # 3 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 3

General Fund #A 0193 – A 0277	in the amount of	\$168,264.85
Highway Fund #D 040 – D 062	in the amount of	26,476.84
Water District 1 #SW1 027- SW1 042	in the amount of	3,934.93
Water District 2 #SW2 056 - SW2 084	in the amount of	20,054.04

SUPERVISOR'S REPORT

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

Pauls Smith's College notified the Town that John Dillon Park will not be opening this year due to a problem with their water system.

Supervisor Arsenault attended the NYS Association of Counties conference held in Albany, he attended many workshops and came away with great information and contacts. The workshops covered many areas such as AI, EMS, Landfills, SNAP benefits, and State Budget to Economic Development.

Parks and Recreation quarterly report and Town Clerk monthly report was in the Board's packet for review.

Highway – Superintendent Lamphear commented that the Highway's skid steer is at Milton Cat for them to look over to see if it is repairable. Highway monthly report was in the Board's packets.

Water Report, Keith Austin Water Supervisor said once the weather clears up, they will be able to start putting in the new fire hydrants.

NEW BUSINESS

RESOLUTION NO: 2026.17

TITLE: Resolution Adopting Local Law No. 1 of 2026, "Town of Long Lake Best Value Contract Award Law"

WHEREAS:

1. **AUTHORITY:** The Town Board is empowered to take this action pursuant to the New York State Constitution, the Municipal Home Rule Law, and the authority granted to political subdivisions by General Municipal Law § 103 and State Finance Law § 163; and
2. **PURPOSE/NEED:** The Town Board finds that it is in the best interest of the Town to have the authorization to award certain purchase contracts (excluding public works contracts) on the basis of "best value" in order to obtain high-quality goods and services at the lowest life-cycle cost and in the most efficient manner, while ensuring fair and open competition; and
3. **FINDINGS OF FACT:** The Town Board introduced Proposed Local Law No. 1 of 2026 on February 24, 2026, via Resolution 2026.11, and duly noticed and held a public hearing on March 25, 2026, at which time all persons in attendance were given an opportunity to be heard on the Proposed Local Law; and
4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board has evaluated the administrative requirements and finds that utilizing best value procurement requires written determination and specific solicitation criteria prior to bidding, which will be managed by the Town Supervisor or a duly designated Procurement Officer without requiring additional budgetary appropriations; and
5. **CONSISTENCY:** This action is consistent with existing Town policies, the Town's Procurement Policy & Procedures Manual, and legally mandated obligations under General Municipal Law § 103 regarding competitive bidding thresholds; and
6. **ADDITIONAL FINDINGS:** The Town Board further finds that the proposed local law has sat upon the desks of the members of the Town Board for the requisite period of time required by the Municipal Home Rule Law prior to adoption; and
7. **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 adopts Local Law No. 1 of 2026, entitled the "Town of Long Lake Best Value Contract Award Law," as presented; and
2. **DELEGATION OF AUTHORITY:** The Town Board authorizes the Town Supervisor and Town Clerk to execute all documents, forms, and instruments necessary to effectuate this Resolution; and
3. **IMPLEMENTATION:** The Town Board directs that the Town's Procurement Policy & Procedures Manual be updated to reflect the availability and procedures of Best Value procurement as defined in this adopted Local Law; and
4. **REPORTING REQUIREMENTS:** The Town Supervisor shall maintain documentation of any future best value determinations, solicitations, proposals received, evaluations, and the written basis for any awards made under this law, as required by Section 6(e) of the adopted Local Law; and
5. **EFFECTIVE DATE:** This Resolution and the adopted Local Law shall take effect immediately upon filing with the Secretary of State of the State of New York in accordance with the Municipal Home Rule Law.

BE IT FURTHER RESOLVED:

Directives to Officers and Staff

1. That the Town Clerk is directed to file the adopted Local Law with the New York State Secretary of State within the timeframe required by the Municipal Home Rule Law.
2. That the Town Clerk is directed to file, post, transmit, or record this Resolution as required by law or policy.
3. That Staff shall ensure that all documentation, exhibits, contracts, and supporting materials referenced herein are maintained in the official Resolution File for this action.

LOCAL LAW TEXT:

TOWN OF LONG LAKE

LOCAL LAW NO. 1 OF 2026

A LOCAL LAW ADOPTING A BEST VALUE CONTRACT AWARD LAW

§ 1. Title.

This local law shall be known as the "Town of Long Lake Best Value Contract Award Law."

§ 2. Authority.

This local law is adopted pursuant to the New York State Constitution, the Municipal Home Rule Law, and the authority granted to political subdivisions by General Municipal Law § 103 to award purchase contracts, including contracts for service work, on the basis of best value, consistent with the standards of State Finance Law § 163.

§ 3. Purpose.

The purpose of this local law is to authorize the Town of Long Lake to award certain purchase contracts on the basis of best value in order to obtain high-quality goods and services at the lowest life-cycle cost and in the most efficient manner, while ensuring fair and open competition.

§ 4. Definitions.

As used in this local law, the following terms shall have the meanings indicated:

- (a) Best value. The basis for awarding contracts to the offerer that optimizes quality, cost, and efficiency, reflecting price and non-price factors as articulated in State Finance Law § 163.
- (b) Purchase contracts. Contracts for the acquisition of commodities and services that are not public works.

(c) Public works contracts. Contracts for construction, labor, or services subject to prevailing wage laws, which shall be awarded to the lowest responsible bidder in accordance with General Municipal Law § 103.

§ 5. Adoption; scope.

(a) The Town of Long Lake is hereby authorized to award purchase contracts, including contracts for service work but excluding public works contracts, on the basis of best value when such contracts are required to be let by competitive bidding pursuant to General Municipal Law § 103.

(b) Public works contracts shall continue to be awarded to the lowest responsible bidder as required by General Municipal Law § 103.

(c) This local law shall apply to procurements meeting the competitive bidding thresholds set forth in General Municipal Law § 103, as amended from time to time.

§ 6. Procedures for best value awards.

(a) Determination to use best value.

Prior to solicitation, the Town Supervisor or a duly designated Procurement Officer shall make a written determination that the award of a purchase contract on the basis of best value is in the best interest of the Town.

(b) Solicitation requirements.

Any solicitation utilizing best value shall clearly state the scope of work and mandatory requirements, identify all evaluation criteria to be considered, including price, and disclose the relative importance or weighting of price and non-price factors.

(c) Evaluation criteria.

In determining best value, the Town may consider price together with non-price factors, including but not limited to quality, reliability, functionality, experience, past performance, technical approach, service and support, delivery schedule, warranties, life-cycle costs, offerer responsibility, risk mitigation, compliance with applicable law, and good-faith opportunities for MWBE and SDVOB participation consistent with law.

(d) Evaluation and award.

Proposals shall be evaluated and scored solely in accordance with the criteria and weights set forth in the solicitation. Award shall be made to the responsive and responsible offerer whose proposal optimizes quality, cost, and efficiency and provides the best value to the Town.

(e) Documentation.

The Procurement Officer shall maintain documentation of the best value determination, solicitation, proposals received, evaluation and scoring, and the written basis for award. Such records shall be retained in accordance with applicable law and shall be subject to the Freedom of Information Law, except to the extent protected as trade secrets or confidential information.

(f) Competition.

Specifications shall not unduly restrict competition. No unlawful geographic preferences or local set-asides shall be imposed. Clarifications and the correction of minor informalities may be permitted where they do not prejudice competition.

§ 7. Consistency with other law.

Nothing in this local law shall be construed to supersede the requirements of General Municipal Law § 103 relating to public works contracts or any other provision of state law, or to limit the Town's authority to utilize any lawful exception to competitive bidding, cooperative purchasing agreement, or piggybacking opportunity otherwise available.

§ 8. Severability.

If any clause, sentence, paragraph, subdivision, or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part directly involved in the controversy.

§ 9. Effective date.

This local law shall take effect immediately upon filing with the Secretary of State of the State of New York in accordance with the Municipal Home Rule Law.

Motion by Councilman Donnelly , seconded by Councilman Hosley to approve Resolution 2026.17.

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

RESOLUTION NO: 2026.18

TITLE: Resolution Adopting Local Law No. 2 of 2026, “Peddling, Soliciting, and Mobile Vending Law of the Town of Long Lake”

WHEREAS:

1. **AUTHORITY:** The Town Board is empowered to take this action pursuant to the Town’s police powers and all applicable provisions of the laws of the State of New York, including the Municipal Home Rule Law; and
2. **PURPOSE/NEED:** The Town Board finds that it is necessary to protect the public health, safety, and welfare by regulating commercial peddling, soliciting, and mobile vending; ensuring compliance with applicable New York State health and fire codes; minimizing administrative burden on the Town; and protecting constitutionally guaranteed rights through content-neutral regulations; and
3. **FINDINGS OF FACT:** The Town Board introduced Proposed Local Law No. 2 of 2026 on February 24, 2026, via Resolution 2026.12, and duly noticed and held a public hearing on March 25, 2026, at which time all persons in attendance were given an opportunity to be heard on the Proposed Local Law; and
4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board has evaluated the administrative requirements and finds that the Town Clerk will process licensing applications within five business days, and the Town Board will establish applicable license fees by a separate resolution, noting that honorably discharged and disabled veterans are exempt from fees under General Business Law §§ 32 and 35; and
5. **CONSISTENCY:** This action replaces and repeals in its entirety the outdated peddler ordinance adopted on October 29, 1997, to modernize the Town's regulations in accordance with current judicial interpretations of First Amendment free expression rights and current State Fire and Sanitary codes; and
6. **ADDITIONAL FINDINGS:** The Town Board further finds that having the regulations in the form of a Local Law, rather than an Ordinance, makes the rules more enforceable by outside police agencies and the Town's Code Enforcement Officer, and that the law has sat upon the desks of the Board members for the requisite period required by the Municipal Home Rule Law prior to adoption; and
7. **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 adopts Local Law No. 2 of 2026, entitled the “Peddling, Soliciting, and Mobile Vending Law of the Town of Long Lake,” as presented; and

2. **DELEGATION OF AUTHORITY:** The Town Board authorizes the Town Supervisor and Town Clerk to execute all documents, forms, and instruments necessary to effectuate this Resolution; and
3. **IMPLEMENTATION:** The Town Board directs the Town Clerk to implement the application and attestation process for commercial vendors, and directs the Code Enforcement Officer to enforce the provisions, violations, and penalties outlined in Section 15 of the adopted Local Law; and
4. **BUDGET AUTHORIZATION:** No specific budget authorization is required for the adoption of this Local Law; revenue from licensing fees established by the Town Board shall be deposited into the appropriate General Fund accounts; and
5. **REPORTING REQUIREMENTS:** The Town Clerk and Code Enforcement Officer shall maintain documentation of licenses issued, denied, suspended, or revoked, and shall report any significant enforcement hazards or appeals to the Town Board; and
6. **EFFECTIVE DATE:** This Resolution and the adopted Local Law shall take effect immediately upon filing with the Secretary of State of the State of New York in accordance with the Municipal Home Rule Law.

LOCAL LAW TEXT:

**LOCAL LAW NO. 2 OF THE YEAR 2026
OF THE TOWN OF LONG LAKE
HAMILTON COUNTY, NEW YORK**

§ 1. Title.

This local law shall be known as the “Peddling, Soliciting, and Mobile Vending Law of the Town of Long Lake.”

§ 2. Purpose and intent.

This local law is adopted to protect the public health, safety, and welfare by regulating commercial peddling, soliciting, and mobile vending; ensuring compliance with applicable New York state health and fire codes; minimizing administrative burden on the Town; and protecting constitutionally guaranteed rights. This local law is intended to be a content-neutral regulation of the time, place, and manner of commercial activity.

§ 3. Authority.

This local law is adopted pursuant to the Town’s police powers and all applicable provisions of the laws of the State of New York, including the Municipal Home Rule Law.

§ 4. Repeal.

The peddler ordinance adopted by the Town Board of the Town of Long Lake on October 29, 1997, is hereby repealed in its entirety and replaced by this local law.

§ 5. Legislative findings.

The Town Board finds that:

- a. Noncommercial political and religious canvassing constitutes protected speech and shall not be subject to registration or permit requirements.
- b. State law provides protections for farm producers selling their own produce, honorably discharged veterans licensed pursuant to General Business Law § 32, and disabled veterans vending with hand-driven vehicles pursuant to General Business Law § 35.
- c. Food vendors and mobile food preparation vehicles are subject to regulation under the New York State Sanitary Code (10 NYCRR Part 14) and the New York State Fire Code § 319.
- d. Vendors making taxable sales are required to obtain and display a New York State certificate of authority.

§ 6. Definitions.

As used in this local law, the following terms shall have the meanings indicated:

- a. Commercial solicitation means going door-to-door or place-to-place to propose a commercial

transaction, including the sale, lease, or provision of goods or services, for immediate or future delivery.

b. Noncommercial canvassing means door-to-door or place-to-place advocacy for political, religious, or charitable purposes without offering goods or services for sale.

c. Mobile food preparation vehicle means a vehicle as defined in § 319 of the New York State Fire Code.

d. Established place of business means a fixed place of business located within the Town that has been in continuous operation for at least ninety days.

e. Person means any natural person, partnership, corporation, limited liability company, association, or other legal entity.

§ 7. Applicability.

This local law shall apply to commercial peddling, hawking, vending, and commercial solicitation conducted within the Town of Long Lake. This local law shall not regulate noncommercial canvassing. This local law shall apply on Town highways and Town-owned property but shall not regulate vending on state highways except on Town-owned property adjacent thereto.

§ 8. Exemptions.

The following are exempt from the licensing requirements of § 9 of this local law but shall comply with generally applicable laws and § 13 of this local law:

a. Noncommercial canvassing.

b. Merchants with an established place of business in the Town and their employees acting within the scope of employment.

c. Farm producers selling their own farm produce, excluding hay or straw, provided such activity does not impede traffic or access.

d. Honorably discharged veterans licensed pursuant to General Business Law § 32 and disabled veterans vending with hand-driven vehicles pursuant to General Business Law § 35.

e. Vendors invited by the Town to participate in Town-sponsored events.

f. Vendors participating in farmers' markets or public events authorized by Town Board resolution.

§ 9. License required.

No person shall engage in commercial solicitation, peddling, hawking, or vending within the Town without first obtaining a Town license, unless exempt pursuant to § 8 of this local law. A separate license shall be required for each individual and each vehicle. Licenses shall be carried or conspicuously displayed and produced upon request.

§ 10. Application; attestation; recordkeeping.

Applicants shall submit an application to the Town Clerk containing identifying, operational, and vehicle information. Applicants shall attest under penalty of perjury to compliance with all applicable state and Town requirements. Vendors shall maintain all required permits and documents and present them upon request. Material false statements shall constitute grounds for denial, suspension, or revocation. The Town Clerk shall review applications for completeness and issue or deny licenses within five business days.

§ 11. Fees and term.

License fees shall be established by resolution of the Town Board. Honorably discharged veterans licensed pursuant to General Business Law § 32 shall not be required to pay a Town license fee but shall register for identification. Licenses shall expire on December 31 unless issued for a shorter term.

§ 12. Denial, suspension, revocation, and appeal.

Licenses may be denied, suspended, or revoked for violations of this local law or other applicable law, false statements, or conduct posing an unreasonable risk to public health or safety. Written notice and appeal rights shall be provided. Appeals shall be heard by the Town Board.

§ 13. Time, place, and manner regulations.

Commercial solicitation shall be permitted only between 9:00 a.m. and 7:00 p.m. Extended hours may be authorized solely by the Town Board. No amplified sound or shouting shall be used. Commercial activity shall not occur within two hundred fifty feet of a school during school hours. Stationary vending in Town rights-of-way is prohibited except as authorized for Town sponsored events. Commercial solicitors shall respect posted no soliciting signs approved by the Town.

§ 14. Mobile food preparation vehicles.

All mobile food preparation vehicles shall comply with the New York State Fire Code, the New York State Sanitary Code, and all applicable Town operating permit requirements.

§ 15. Enforcement and penalties.

This local law shall be enforced by the Code Enforcement Officer. Violations shall be punishable by a fine not exceeding two hundred fifty dollars for a first offense and five hundred dollars for subsequent offenses, with each day constituting a separate offense. Operations posing an imminent hazard may be immediately suspended, subject to appeal.

§ 16. Farmers' markets and public events.

The Town Board may authorize farmers' markets and public events on Town property by resolution, subject to conditions established therein.

§ 17. Severability.

If any provision of this local law is held invalid, such invalidity shall not affect the remaining provisions.

§ 18. Effective date.

This local law shall take effect immediately upon filing with the Secretary of State of the State of New York.

Motion by Councilman Donnelly, seconded by Councilman Bird to approve Resolution 2026.18.

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

RESOLUTION NO: 2026.19

TITLE: Resolution Adopting Local Law No. 3 of 2026, "Dog Licensing and Control Law of the Town of Long Lake"

WHEREAS:

1. **AUTHORITY:** The Town Board is empowered to take this action pursuant to the Municipal Home Rule Law § 10(1)(ii)(a)(12) and § 10(1)(ii)(d)(3), and New York State Agriculture and Markets Law, Article 7; and
2. **PURPOSE/NEED:** The Town Board finds that it is necessary to repeal the existing

Local Law No. 2 of 2011 and replace it with updated provisions to provide for the licensing and identification of dogs, control and protect the dog population, and protect persons, property, companion animals, farm animals, and domestic animals from dog attacks and damage; and

3. **FINDINGS OF FACT:** The Town Board introduced Proposed Local Law No. 3 of 2026 on February 24, 2026, via Resolution 2026.13, and duly noticed and held a public hearing on March 25, 2026, at which time all persons in attendance were given an opportunity to be heard on the Proposed Local Law; and

4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board has evaluated the administrative requirements and finds that the Town Clerk will administer licensing applications, fee differentials, and required State surcharges, and the Dog Control Officer (DCO) will enforce the law, with all applicable dog licensing and impoundment fees to be established by separate resolution of the Town Board; and

5. **CONSISTENCY:** This action ensures consistency with State law by removing outdated language concerning dangerous dogs and explicitly aligning the Town's regulations with the preemptive standards and procedures established under New York State Agriculture and Markets Law, Article 7; and

6. **ADDITIONAL FINDINGS:** The Town Board further finds that the proposed local law has sat upon the desks of the members of the Town Board for the requisite period of time required by the Municipal Home Rule Law prior to adoption; and

7. **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 adopts Local Law No. 3 of 2026, entitled the "Dog Licensing and Control Law of the Town of Long Lake," as presented, and repeals Local Law No. 2 of 2011 in its entirety; and

2. **DELEGATION OF AUTHORITY:** The Town Board authorizes the Town Supervisor and Town Clerk to execute all documents, forms, and instruments necessary to effectuate this Resolution; and

3. **IMPLEMENTATION:** The Town Board directs the Town Clerk to implement the licensing, permanent identification tag, and recordkeeping procedures, and directs the duly appointed Dog Control Officer to administer and enforce the provisions of this Local Law within the Town; and

4. **BUDGET AUTHORIZATION:** No specific budget authorization is required for the adoption of this Local Law; revenue from licensing fees established by the Town Board shall be deposited into the appropriate General Fund accounts; and

5. **REPORTING REQUIREMENTS:** The Town Clerk shall maintain licensing and identification records, and the Dog Control Officer shall promptly make and maintain seizure and disposition records for not less than three years, available to the State Commissioner upon request, as required by Agriculture and Markets Law § 117; and

6. **EFFECTIVE DATE:** This Resolution and the adopted Local Law shall take effect immediately upon filing with the Secretary of State of the State of New York in accordance with the Municipal Home Rule Law.

LOCAL LAW TEXT:

**LOCAL LAW NO. 3 OF 2026
TOWN OF LONG LAKE,**

HAMILTON COUNTY, NEW YORK

A Local Law Repealing Local Law No. 2 of 2011 Entitled “Dog Licensing And Control Law of the Town of Long Lake, Hamilton County and Replacing it with a Revised Local Law entitled: DOG LICENSING AND CONTROL LAW OF THE TOWN OF LONG LAKE.

Section 1. Title; Authority; Purpose.

1.1 Title. This Local Law shall be known as the “Dog Licensing and Control Law of the Town of Long Lake.”

1.2 Authority. This Local Law is adopted pursuant to the Municipal Home Rule Law § 10(1)(ii)(a)(12), Municipal Home Rule Law § 10(1)(ii)(d)(3), and New York State Agriculture and Markets Law, Article 7.

1.3 Purpose. The purposes of this Local Law are to:

- (a) provide for the licensing and identification of dogs;
- (b) control and protect the dog population; and
- (c) protect persons, property, companion animals, farm animals, and domestic animals from dog attack and damage, all consistent with Agriculture and Markets Law, Article 7.

Section 2. Construction with State Law; Preemption Limits.

2.1 This Local Law shall be interpreted together with Agriculture and Markets Law, Article 7. Nothing herein shall vary, modify, enlarge, or restrict the provisions of State law relating to rabies vaccination, euthanasia, or any other matter preempted by State law.

2.2 Where this Local Law is silent, Agriculture and Markets Law, Article 7 shall control.

Section 3. Definitions.

3.1 Except as otherwise provided herein, all terms shall have the meanings assigned by Agriculture and Markets Law § 108, as amended.

3.2 “Dog Control Officer” or “DCO” means the individual appointed by the Town pursuant to Agriculture and Markets Law § 113 to enforce this Local Law and Article 7 within the Town.

Section 4. Licensing; Identification; Records.

4.1 Licensing Required. All dogs four months of age or older harbored in the Town shall be licensed as required by Agriculture and Markets Law § 109 and identified as required by Agriculture and Markets Law § 111.

4.2 Applications; Fees; Surcharges. Licensing applications, fee differentials for unspayed/unneutered dogs, and required State surcharges shall be administered by the Town Clerk consistent with Agriculture and Markets Law §§ 109–110 and Agriculture and Markets Law § 117-a.

4.3 Identification Tag. The Town shall assign a permanent identification number and issue an identification tag to each licensed dog, consistent with Agriculture and Markets Law § 111.

4.4 Records. The Town Clerk shall maintain licensing and identification records in the manner and for the periods required by Agriculture and Markets Law, Article 7.

Section 5. Seizure; Redemption; Disposition.

5.1 Mandatory and Permissive Seizure. Seizure of dogs shall occur only as authorized by Agriculture and Markets Law § 117, including seizure of:

- (a) unidentified dogs off the owner’s premises;
- (b) any unlicensed dog;
- (c) any licensed dog where there is probable cause to believe it is dangerous;
- (d) any dog posing an immediate threat to public safety; and
- (e) any dog in violation of a duly adopted local provision relating to the control of dogs.

5.2 Return of Licensed Dogs. If there is no probable cause to believe a seized, currently licensed dog is dangerous, the DCO may return it directly to the owner or custodian consistent with Agriculture and Markets Law § 117(1-a).

5.3 Redemption and Impoundment Fees. Redemption periods and minimum impoundment fees shall be as set forth in Agriculture and Markets Law § 117(4)–(6). The Town Board may, by

resolution, set higher fees consistent with State law.

5.4 Disposition. Unredeemed dogs shall be handled, adopted, or otherwise disposed of strictly in accordance with Agriculture and Markets Law § 117 and applicable State regulations. Nothing herein authorizes destruction, forfeiture, or transfer of title except as permitted by State law and court order.

Section 6. Prohibited Acts; General Restrictions.

It shall be a violation of this Local Law for any owner to:

6.1 Allow any dog to run at large within the Town unless leashed or otherwise under the full control of the owner or a responsible person. For purposes of this section, dogs lawfully hunting in company with a hunter shall be deemed accompanied by their owner.

6.2 Permit any dog to engage in habitual loud howling, barking, or other conduct so as to habitually annoy any person other than the owner or harborer. For purposes of this section, "habitual" shall mean conduct occurring on two or more separate days within any ten-day period, or three or more separate days within any thirty-day period, as documented by the Dog Control Officer through sworn statements, personal observation, or other reliable evidence. Enforcement shall be based upon the standard of a reasonable person of ordinary sensibilities.

6.3 Permit a dog to damage or destroy public or private property; or to defecate, urinate, or otherwise create a nuisance on property other than that of the owner or harborer.

6.4 Permit a dog to bite, chase, jump upon, or otherwise harass any person in such a manner as to cause intimidation or reasonable apprehension of bodily harm.

6.5 Permit a dog to habitually chase or harass bicycles, other non-motorized means of transportation, or motor vehicles.

6.6 Permit a female dog in heat to be off the owner's premises unless adequately restrained and attended.

6.7 Harbor any dog over four months of age that is unlicensed, or fail to ensure such dog wears the Town identification tag when off the owner's premises, except while participating in a dog show as permitted by State law.

Section 7. Incidents Involving Injury or Death of Animals; Dangerous Dogs.

7.1 Any complaint alleging that a dog has attacked, injured, or killed a person, companion animal, farm animal, or domestic animal shall be investigated by the DCO and referred for proceedings pursuant to Agriculture and Markets Law § 123. No penalty, forfeiture, or destruction shall be imposed under this Local Law except as authorized by State law and court order.

Section 8. Complaints; Enforcement; Appearance Tickets.

8.1 Complaints. Any person may file a signed, sworn complaint alleging a violation of this Local Law or Agriculture and Markets Law, Article 7 with the DCO or a police officer having jurisdiction.

8.2 Enforcement Authority. The DCO shall administer and enforce this Local Law and Agriculture and Markets Law, Article 7 within the Town and may issue appearance tickets as authorized by Agriculture and Markets Law §§ 113 and 122.

8.3 Records. The DCO shall promptly make and maintain seizure and disposition records for not less than three years, available to the State Commissioner upon request, consistent with Agriculture and Markets Law § 117.

Section 9. Penalties; Election of Remedies.

9.1 Election. For violations of this Local Law or Agriculture and Markets Law § 118 within the Town, the Town may elect either:

(a) to prosecute as a violation under the Penal Law; or

(b) to commence an action to recover a civil penalty; as authorized by Agriculture and Markets Law § 118(2).

9.2 Penal Law Violation Path (Fines/Imprisonment). Where prosecuted as a violation under the Penal Law, the following schedule applies, consistent with Agriculture and Markets Law § 118(2)(a), Penal Law § 80.05, and Penal Law § 70.15:

First offense: a fine of not less than twenty-five dollars (\$25) and not more than two hundred fifty dollars (\$250).

Second offense within five (5) years: a fine of not less than fifty dollars (\$50) and not more than two hundred fifty dollars (\$250).

Third or subsequent offense within five (5) years: a fine of not less than one hundred dollars (\$100) and not more than two hundred fifty dollars (\$250), or imprisonment for not more than fifteen (15) days, or both.

9.3 Civil Penalty Path. Where the Town elects to proceed civilly under Agriculture and Markets Law § 118(2)(b), the civil penalty shall be:

First offense: not less than twenty-five dollars (\$25) and up to two hundred fifty dollars (\$250).

Second offense within five (5) years: not less than fifty dollars (\$50) and up to two hundred fifty dollars (\$250).

Third or subsequent offense within five (5) years: not less than one hundred dollars (\$100) and up to two hundred fifty dollars (\$250).

9.4 Nothing herein limits any other remedy available at law or in equity.

Section 10. Severability.

If any clause, sentence, paragraph, subdivision, section, or part of this Local Law shall be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part directly involved in the controversy.

Section 11. Repeal.

All prior local laws, ordinances, or resolutions of the Town of Long Lake that are inconsistent with this Local Law are hereby repealed to the extent of such inconsistency. In particular, Local Law No. 2 of the year 2011, entitled "Dog Licensing and Control Law of the Town of Long Lake, Hamilton County," is hereby repealed in its entirety.

Section 12. Effective Date.

This Local Law shall take effect immediately upon filing with the Secretary of State.

Motion by Supervisor Arsenault , seconded by Councilman Donnelly to approve Resolution 2026.19.

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

RESOLUTION NO: 2026.20

TITLE: Scheduling the July 29, 2026, Regular Town Board Meeting to be held at the Long Lake Town Hall

WHEREAS:

1. **AUTHORITY:** The Town Board is authorized under New York Town Law §62 to establish the time and place of its regular meetings; and
2. **PURPOSE/NEED:** The Town Board previously scheduled its July 29, 2026, Regular Meeting to be held at the Raquette Lake Union Free School; however, the school has notified the Town that scheduled renovations will prevent the Town from using the facility on that date; and
3. **FINDINGS OF FACT:** The Town Board has reviewed the circumstances and finds that relocating the meeting is necessary to ensure that the public can attend in a safe and accessible environment; and
4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The relocation imposes no

additional cost to the Town and can be implemented through standard administrative procedures; and

5. **CONSISTENCY:** The proposed relocation is consistent with past Town practices and all required procedures for public meetings; 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 designates Wednesday, July 29th, 2026, at 7:00 PM, as the Regular July meeting of the Town Board, and further designates that this meeting shall be held at the Long Lake Town Hall, 1204 Main Street, Long Lake, NY; and

2. **IMPLEMENTATION:** The Town Board directs the Town Clerk to publish, post, and distribute notice of this updated meeting location as required by law and Town practice; and

3. **EFFECTIVE DATE:** This Resolution shall take effect immediately.

Motion by Councilman Bird , seconded by Councilman Donnelly to approve Resolution 2026.20.

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

RESOLUTION NO: 2026.21

TITLE: Budget Amendment for Town Historian Computer Replacement Purchase

WHEREAS:

1. **AUTHORITY:** The Town Board is authorized to amend the Town budget pursuant to New York State Town Law §107 and to make necessary appropriations and transfers consistent with General Municipal Law and the Town's established budgeting and fiscal management practices; and

2. **PURPOSE/NEED – TOWN HISTORIAN:** The Town Board finds that the Town Historian requires a dedicated, Town-owned computer in order to effectively perform statutory and operational duties related to collection, preservation, digitization, and management of historical records and materials; and

3. **OPERATIONAL REQUIREMENTS:** The Town Board further finds that the Town Historian's duties require a portable laptop computer capable of secure access to the Town's managed network and storage systems while being used at multiple locations, including:

- The Town's Archives/Records Management Building in Long Lake,
- The Historian's Office at the Raquette Lake Union Free School, and
- The Historian's home,

In a manner that maintains cybersecurity controls, data integrity, and continuity of service; and

4. **FINDINGS OF FACT:** The Town has obtained a written estimate from Vector One IT Solutions, Inc., the Town's contracted managed IT service provider, identified as Estimate #1737, for a refurbished laptop computer including configuration, security hardening, and integration with the Town's managed network environment, as

documented in Purchase Order # Historian.EQ.2026.03.11; and

5. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The total cost of the Town Historian laptop computer is \$847.00, to be charged to A7150.200 (Town Historian – Equipment); and

6. **FUNDING SOURCE:** The Town Board has determined that sufficient funds are available within A1990.400 (Contingencies) in the 2026 General Fund Budget and that a budget transfer is required to support this purchase; and

7. **CONSISTENCY:** This action is consistent with the Town’s technology standards, cybersecurity practices, records-management responsibilities, and its obligation to provide appointed officials with adequate tools to perform their official duties; and

8. **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 approves the budget amendment necessary to complete the purchase of the refurbished laptop computer for exclusive use by the Town Historian, as documented in Purchase Order # Historian.EQ.2026.03.11; and

2. **DELEGATION OF AUTHORITY:** The Town Board authorizes the Town Supervisor to take all administrative and financial actions necessary to effectuate this budget amendment, including execution of documents and processing of budget transfers; and

3. **IMPLEMENTATION:** The Town Supervisor and Senior Account Clerk are directed to record the following 2026 General Fund budget adjustments:

- Decrease A1990.400 – Contingencies: \$847.00
- Increase A7150.200 – Town Historian: \$847.00; and

4. **BUDGET AUTHORIZATION:** Expenditures related to this action shall not exceed the previously approved total purchase amount of \$847.00; and

5. **REPORTING REQUIREMENTS:** The Senior Account Clerk and Town Historian shall provide any required documentation, including final invoices and accounting entries to the Town Board and Clerk; and

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

Motion by Councilman Hosley, seconded by Councilman Donnelly to approve Resolution 2026.21.

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

RESOLUTION NO: 2026.22

TITLE: Adopting the Revised Procurement Policy & Procedures Manual to Implement Best Value and Emergency Procurement Guidelines

WHEREAS:

1. **AUTHORITY:** The Town Board is empowered to take this action pursuant to New York State General Municipal Law (GML) § 104-b, which requires local governments to adopt internal policies and procedures governing procurements, GML § 103 governing

competitive bidding, and Town of Long Lake Local Law No. 1 of 2026 ("Town of Long Lake Best Value Contract Award Law"); and

2. **PURPOSE/NEED:** The Town Board finds that it is necessary to update the Town’s Procurement Policy & Procedures Manual, previously adopted on August 27, 2025, by Resolution No. 40 of 2025, to integrate the newly authorized "Best Value" procurement options and to establish stricter, standardized documentation protocols for emergency purchases; and

3. **FINDINGS OF FACT:** The Town Board has reviewed the revised Procurement Policy & Procedures Manual, which now includes Section 6.2(B) detailing the Best Value evaluation and award process, and Section 4.4 mandating the use of the Emergency Procurement Workbook for purchases made under the emergency exception of GML § 103(4); and

4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board has evaluated potential budgetary impacts and administrative requirements, and finds that the revised policy will optimize quality, cost, and efficiency by reflecting both price and nonprice factors in purchasing, and will provide stronger financial controls and oversight during declared emergencies without requiring additional budgetary appropriations; and

5. **CONSISTENCY:** This action is consistent with existing Town policies, the recently adopted Local Law No. 1 of 2026, the Town's Best Value Procurement Evaluation Guide, and the guidelines issued by the NYS Office of the State Comptroller; 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 approves and adopts the revised Town of Long Lake Procurement Policy & Procedures Manual, as well as the Emergency Procurement Workbook, as presented; and

2. **DELEGATION OF AUTHORITY:** The Town Board authorizes the Town Supervisor, acting as the primary Purchasing Officer, to execute any necessary administrative instruments to effectuate this Resolution and enforce the revised policy across all Town departments; and

3. **IMPLEMENTATION:** The Town Board directs all Department Heads to immediately utilize the revised competitive bidding procedures, Best Value evaluation guides, and the Emergency Procurement Workbook for all future applicable Town purchases; and

4. **BUDGET AUTHORIZATION:** No specific budget authorization is required to adopt this policy manual update; and

5. **REPORTING REQUIREMENTS:** The Town Board requires that the Town Supervisor and Town Clerk maintain complete documentation of any best value determinations and emergency procurement ratifications for regular Town Board audit; and

6. **EFFECTIVE DATE:** This Resolution shall take effect immediately upon the effective date of Local Law No. 1 of 2026.

Motion by Councilman Hosley , seconded by Councilman Bird to approve Resolution 2026.22.

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

Nathan S. Hosley
Richard Dechene

Aye
Aye

RESOLUTION NO: 2026.23

TITLE: Authorizing the Long Lake Famers' Market on Town Property and Exempting Participating Vendors

WHEREAS:

1. **AUTHORITY:** The Town Board is empowered to take this action pursuant to Town Law § 64 governing the use of Town property, and specifically under Section 16 of Local Law No. 2 of 2026 ("Peddling, Soliciting, and Mobile Vending Law"), which allows the Town Board to authorize farmers' markets on Town property by resolution; and
2. **PURPOSE/NEED:** The Town Board finds that the Long Lake Farmers' Market is a valued community tradition that provides residents and visitors with access to fresh, local agricultural products and goods, and the Town wishes to formally support its continued operation on Town property; 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. To streamline this process and avoid unnecessary burdens, the Town simply requires the Market Coordinator to sign a brief annual attestation regarding umbrella liability insurance; and
4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board has evaluated the administrative requirements and finds that authorizing the market as a whole, rather than licensing individual vendors, minimizes paperwork for both the vendors and the Town Clerk's office. The operation of the market requires no Town funding; 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 hereby formally authorizes the Long Lake Farmers' Market, coordinated by Ruth Howe, to operate on Town property for the 2026 season, and approves the use of the "Farmers' Market Attestation Form" (attached hereto as Exhibit K) to satisfy the Town's insurance verification needs; and
2. **DELEGATION OF AUTHORITY:** The Town Board authorizes the Town Clerk to collect and file the signed Attestation Form from the Market Coordinator prior to the start of the market season; and
3. **IMPLEMENTATION:** The Town Board directs that, pursuant to Section 8(f) of Local Law No. 2 of 2026, all individual vendors operating under the umbrella of the authorized Long Lake Farmers' Market are officially exempt from individual Town peddling and vending license requirements for the duration of the approved market events; and

- 4. **BUDGET AUTHORIZATION:** No specific budget authorization or Town expenditure is required to carry out this Resolution; and
- 5. **REPORTING REQUIREMENTS:** The Market Coordinator shall ensure the Attestation Form is submitted to the Town Clerk's office annually. No further regular reporting to the Town Board is required; and
- 6. **EFFECTIVE DATE:** This Resolution shall take effect immediately unless otherwise stated or required by law.

****Supervisor Arsenault requested that Resolution 23 of 2026 be tabled and discussed at the April meeting, this will give him time to discuss the resolution with Ruth Howe, Farmer's Market Coordinator.**

Motion by Thomas Donnelly , seconded by Nathan Hosley to table Resolution 2026.23 for the April Regular Meeting. .

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

COUNCILMAN COMMENT

Councilman Dechene commented that the Beah Bathrooms men's floor needs to be looked at, it is sponge and should be fixed.

Councilman Dechene also commented that Town employees need to be wearing their seatbelts, it's the law.

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

ADJOURN

Motion by Councilman Hosley, seconded by Councilman Dechene to adjourn at 7:44 PM.

Attested by: Amber L. Wamback

Amber L. Wamback, Town Clerk

