

**A Regular Meeting of the Town Board of Long Lake, Hamilton County, New York was held May 27, 2026, at the Long Lake Town Hall at 07:03 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. Seventeen 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 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 Supervisor Arsenault, seconded by Councilman Dechene to accept the Regular Meeting Minutes for April 29, 2026.

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

**Motion** by Councilman Bird, seconded by Councilman Hosley to pay encumbrances as listed on Abstract # 5 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 5**

General Fund #A 0367 – A 0465	in the amount of	\$129,209.02
Highway Fund #D 084 – D 094	in the amount of	13,870.22
Water District 1 #SW1 054- SW1 062	in the amount of	6,478.70
Water District 2 #SW2 113 - SW2 133	in the amount of	20,220.33

**SUPERVISOR’S REPORT**

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

John Dillon Park Update- Councilman Donnelly, Supervisor Arsenault, Water Superintendent Keith Austin and Chief of Staff Matt Newby had a Zoom meeting with Zoe Smith, Bill Brosseau, and John

Woods from Paul Smith's College regarding not opening for the 2026 summer season at John Dillon Park which is leased from International Paper.

Paul Smith's has put significant funds into the campground and the VIC; Paul Smith's has had no luck in talking to a representative from IP after the death of John Dillon to discuss the future on John Dillon Park. Paul Smith's team listed their challenges such as the distance from the campus, the cost because they do not charge fees, and they don't have the operation tied to their curriculum. There are only 9 campsites in the main area, plus 2 sites located some distance away. The current main area sites have solar power and the water system which is required for any campground with more than 5 sites, the water was treated by UV which proved unreliable. Their plans are to install a chemical treatment plant to satisfy the Department of Health which would cost between \$80k to \$110K. They are asking for help from the Town with the water filtration project, the Town will consider helping.

Some things the Town would have to consider is that Paul Smith's operates with 5 seasonal employees, no fees are collected, and they have about 70% occupancy rate when open, and about 50-60% of their visitors are from the accessible/handicap/disabled demographic.

Councilman Donnelly, Supervisor Arsenault, Keith Austin and Matt Newby discussed after the Zoom meeting that 11 sites are not the impact the Board thought that John Dillon Park brought to the Town of Long Lake.

Justice Court Clerk- Laura Moore has submitted her letter of resignation as the Town of Long Lake Justice Court Clerk, effective June 9, 2026. Advertisements for the job have been put up around Long Lake and Raquette Lake and have been published in the Hamilton County Express and the Tupper Lake paper. Application packets are available at the Town Clerk's office.

Jennings Park Pond- Paul Wilson, Matt Newby, and Supervisor Arsenault met with Erin Donahauser from DEC, as well as a couple other DEC officials. DEC members were giving the Town guidance on how to proceed with getting current approval for the stabilization of the Café side of the breeched causeway. In previous meetings DEC said that the Eastern Pond Mussel, which is an imperiled mussel, is in area of the breeched causeway. The stabilization plans that have been drawn up are ready to go. The Town will move forward with plans this year, pending final approval of the small changes and additions the DEC asked for at the meeting.

The spillway concrete debris was discussed as well, the DEC will have to approve as a separate project due to the complexity of being in the water and with no land connection.

Cemetery- Amy Zick Cemetery custodian included a cemetery report in the Board's packets. Supervisor Arsenault asked the Board to review it to be discussed at the June meeting.

Transfer Station- Hamilton County Soil & Water has tentatively agreed to provide post-closure monitoring of the landfill at the Long Lake Transfer Station, due to the Town's previous vendor is no longer able to.

Highway Report- Superintendent Lamphear reported that some sidewalk repairs had been made, and his department will work on the bridge sidewalk when the bridge painters move to that side.

Superintendent Lamphear thanked Alex Helms for the great job that was done on the rock wall at the municipal lot. Superintendent Lamphear informed the Board that Hamilton County is enforcing the no black bags rule at all the transfer stations in Hamilton County, he was told that loads will be refused if there are black bags in it.

The full highway report was included in the Board's packets for review.

**NEW BUSINESS**

**RESOLUTION NO: 2026.26**

**TITLE: RESOLUTION AUTHORIZING THE PUBLIC ADVERTISEMENT AND ISSUANCE OF A REQUEST FOR PROPOSALS (RFP) FOR THE PROCUREMENT OF ONE (1) NEW SNOWMOBILE TRAIL GROOMING DRAG ATTACHMENT (RFP ID: PARKS-2026-DRAG) OFFERED BY: Alex Roalsvig, Director of Parks, Recreation & Tourism**

**WHEREAS:**

1. **AUTHORITY:** The Town Board of the Town of Long Lake is empowered to procure equipment, manage municipal property, and support local recreational infrastructure pursuant to New York State Town Law § 64 and General Municipal Law (GML) § 103; and
2. **PURPOSE/NEED:** The Town Board recognizes an operational necessity within the Department of Parks, Recreation & Tourism to secure a heavy-duty, multi-blade snowmobile trail grooming drag attachment to maintain the municipal trail networks safely and efficiently, thereby sustaining winter tourism and enhancing public recreation infrastructure; and
3. **FINDINGS OF FACT:** The Town of Long Lake recently finalized the acquisition of a 2025/2026 Kässbohrer PistenBully 100 prime mover under an authorized sole-source structure. To prevent operational damage, structural mismatch, or electronic interface failure, any trail drag procured must feature precise design specifications and hydraulic/electrical compatibility to align natively with said prime mover; and
4. **FISCAL & ADMINISTRATIVE CONSIDERATIONS:** The Town Board recognizes that a formal budgetary amendment will need to be introduced and approved by the Town Board to transfer and allocate the necessary funds prior to awarding a contract or finalizing this equipment acquisition, should the Board accept a winning bid; and to protect taxpayer funds and ensure full vehicle compatibility, the procurement will be executed under a "Best Value" evaluation framework, weighing lifecycle cost, technical suitability, and vendor service proximity alongside initial capital expense; and
5. **CONSISTENCY:** This procurement action is consistent with the Town's updated Procurement Policy Manual adopted under Resolution No. 2026.22, and is fully authorized under the "Best Value" contract award provisions established via Town of Long Lake Local Law No. 1 of 2026.; 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. **RFP APPROVAL:** The Town Board hereby approves the technical specifications, administrative parameters, and weighting metrics of the finalized Request for Proposals (RFP) for the Snowmobile Trail Grooming Drag Attachment (RFP ID: PARKS-2026-DRAG) as presented.; and
2. **NOTICE AND PUBLICATION AUTHORIZATION:** The Town Clerk is authorized and directed to publish the official Legal Notice to Bidders in the official Town newspaper and on the municipal website portal to solicit open, competitive, and sealed proposals from qualified manufacturers and distributors.
3. **CLERK INTAKE DESIGNATION:** To maintain strict administrative transparency and audit compliance, all sealed proposals must be delivered directly to the custody of the

Town Clerk’s Office at Town Hall, 1130 Deerland Road (PO Box 42), Long Lake, NY 12847, or via the secure electronic portal (awamback@mylonglake.com), on or before the formal submission deadline of June 22, 2026, at 4:00 PM; and

4. **EVALUATION COMMITTEE CHARGE:** An Evaluation Committee is hereby officially appointed to collect, log and independently review all timely proposals utilizing the pre-disclosed Best Value scoring matrix; said Committee shall be composed of the following municipal officials:

- a. **Alex Roalsvig**, Deputy Superintendent of Highways and Director of Parks, Recreation and Tourism
- b. **Michael Lamphear**, Superintendent of Highways
- c. **Chad Baker**, Snowmobile Trail Groomer; and
- d. **Clay J. Arsenault**, Town Supervisor.

5. **REPORTING REQUIREMENTS:** The Evaluation Committee shall assemble the final Procurement Record and submit an Award Recommendation Memorandum to the Town Board for formal review and legislative action at the scheduled June 24, 2026 Town Board Meeting.; and

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

**Motion** by Councilman Donnelly, seconded by Councilman Hosley to approve Resolution 2026.26.

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

**COUNCILMAN COMMENT**

Councilman Hosley commented that the rock wall at the municipal lot looks great. He added that the Memorial Day Parades went smoothly and there was a great turn out.

Councilman Donnelly agreed with Councilman Holsey that the Parades ran well, he also commented that the Town handled the John Dillon Park meeting the best they could.

Councilman Dechene commented that the Memorial Day Parades were great. He asked if the State Boat Launch parking lot could be swept.

Highway Superintendent Lamphear said that the Highway Department would get it done.

Councilman Bird commented that the Raquette Lake Transfer Station is coming along nicely.

Supervisor Arsenault commented that Memorial Day events went great.

**PUBLIC COMMENT**

Rodney Begin addressed the Board and commented that the Town Beach is a focal point of Long Lake and maintenance needs to be done such as pulling the bushes, putting new stone on the walkway, remove the half dead tree and other items to spruce up the area, he suggest to put barrels with flowers along the grass area. Mr. Begin asked the Board for their thoughts on the current condition of the Town Beach area.

Councilman Dechene commented that it does need to be spruced up and asked Mr. Begin what his plan is.

Supervisor Arsenault asked Mr. Begin why he didn't mention it when he came into the office at their last beautification meeting and wanted to know who would take care of the barrels.

Mr. Begin said nature would take care of watering the barrel plants.

Supervisor Arsenault suggested that he come into the office with a plan and figure out a plan of action.

Mike Lamphear commented that he doesn't think it a good idea for the Town to financially help John Dillon Park when it only operates at 70% during the summer season.

**ADJOURN**

**Motion** by Councilman Dechene, seconded by Councilman Hosley to adjourn at 7:30 PM.

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

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

Amber L. Wambach, Town Clerk