

Minutes of the Regular Meeting of the Board of Trustees of the Village of Lake George, NY, held at the Village Administration Building on Monday, May 20, 2018 at 6:30 p.m.

MEMBERS PRESENT: Robert M. Blais
John Earl, Deputy Mayor
Joseph Mastrodomenico, Jr., Trustee
Ray Perry, Trustee
John Root, Trustee

Also Present: Clerk Debra McKinney, Keith Lanfear, Michael Goot and Thom Randall.

At 6:30 p.m. Mayor Blais opened the Regular Meeting and asked Trustee Root to lead the Pledge of Allegiance.

Mayor Blais presented the minutes from a Regular Meeting held on April 15, 2019. Trustee Root made a motion, seconded by Trustee Mastrodomenico, unanimously carried, to approve the April 15, 2019 Meeting minutes.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

MOTION PASSED.

Mayor Blais presented the minutes from a Special Meeting held on May 6, 2019. Trustee Root made a motion, seconded by Trustee Mastrodomenico, carried by a majority, to approve the May 6, 2019 Meeting minutes.

VOTING **Ayes: 4** **Earl, Mastrodomenico, Perry, Root**
 Nays: 0
 Abstention: 1 **Blais**

MOTION PASSED.

Monthly reports from the Sanitation Department, Caldwell Sewer District, REC Center, Code Enforcement, Fire Department, Superintendent of Public Works, and Teen Center were presented and made available for inspection.

- Fire Department Action items – Membership applications from Jason Liguori of 45 McGillis Avenue (currently approved for mutual aid requests change of status to regular member.) and Thomas Williams of Helen Street.

Trustee Earl made a motion, seconded by Trustee Root, unanimously carried, to approve the new members pending satisfactory background checks and physicals.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

MOTION PASSED.

Eileen Wells of Bradley Street sent a letter commending Village employees on a job well done during a water break in her area.

Linda Duffy requested permission to use the newly completed sidewalk area done by the Village near her business. She was not in attendance at the meeting to explain her request. Keith Lanfear reported that he and Dave Harrington has inspected the site, which is approximately 4' X 25'. He noted that she has put tables there, but this is not really a café; it appears to be a

sidewalk encumbrance. The location of the sidewalk is not abutting her business; it is across on the other side of the sidewalk. Because of the elevation of the sidewalk, a safety railing was installed. Dan Barusch, Zoning Administrator concurs that it does not meet the criteria for a sidewalk café and recommended that it should require a formal easement agreement. The Board agreed; Mayor Blais will follow up with notification to her.

The Board considered the following resolutions:

- MS4 report acceptance

Superintendent Harrington prepared and submitted for presentation the Annual MS4 report. Stormwater activities throughout the year from March of 2019 are accounted for in this report. The report has been posted on the Village's website and after Board approval will be submitted to NYS DEC.

Trustee Root, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 44, 2019

BE IT RESOLVED, that the Annual MS4 report is hereby accepted by the Board of Trustees of the Village of Lake George.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 44, 2019 ADOPTED. May 20, 2019

- Approve Tax Warrant and publish in newspaper

Treasurer Danae Bock requested approval of the Tax Warrant for publication in the newspaper.

Trustee Root, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 45, 2019

BE IT RESOLVED that the Board of Trustees of the Village of Lake George, NY, hereby levies and assesses against the real property of the Village of Lake George, NY, the following sums for Village government and other charges for the fiscal year beginning June 1, 2019 to May 31, 2020 with a tax rate of \$6.291 per thousand of assessed valuation:

For the current budget (General Fund)	\$1,449,056.55
For Delinquent Water Rents	42,431.02
For Delinquent Water Penalties & Other Charges	5,924.86
For Six Special Assessment District Properties	<u>31,720.00</u>
Total Real Property Taxes & Other Charges	\$1,529,132.43

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 45, 2019 ADOPTED. May 20, 2019

- Merchant Agreement

Superintendent Harrington submitted a request to get this resolution approved so that we could
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move forward on ordering the pay and display demo machines. The bank needs this in order to set up the merchant accounts for the credit card processing.

Trustee Root, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 46, 2019

BE IT RESOLVED that the officers, employees or agents of the Village of Lake George (“Corporation”) whose names and signatures appear below are hereby authorized, acting singly or jointly, for and on behalf of the Corporation, to enter into, sign, maintain, amend and renew an agreement or agreements with TD Bank (“Bank”) for the processing of credit and debit card transactions (“Merchant Agreement (s)”), and open and maintain a deposit account or accounts (“Account(s)”) of Corporation with Bank, whether or not such accounts are related or entered into pursuant to any Merchant Agreement(s) or otherwise, subject to the terms and conditions specified in any applicable Merchant Agreement(s) and/or Account Agreement(s) and to endorse and deposit with said Bank negotiable instruments or other orders for the payment of money, which endorsements may be made in writing or by stamp and without the designation of the person endorsing.

BE IT FURTHER RESOLVED, that the undersigned officers, and employees or agents of Corporation may sign contracts, agreements, instruments, checks or other orders for the payment of money withdrawing funds from or depositing funds into Corporation Account(s) with Bank. Such signature(s) may be in writing or by facsimile. In the event Corporation uses facsimile signature(s) for these persons it shall promptly notify the Bank and execute any form(s) that may be requested by Bank in connection therewith. Corporation assumes all responsibility for the use of actual or purported facsimile signature(s) and shall indemnify and hold harmless the Bank from any and all liability, costs, expenses, suits, claims, or actions arising out of any action or inaction taken by the Bank in good faith under the items of these Resolutions. The signature of any one of the officers, employees, or agents indicated below is necessary to act under these Resolutions.

BE IT RESOLVED, that the Bank be promptly notified in writing by the Secretary/Clerk or any officer of the Corporation any change in these Resolutions, such notice to be given to the Bank in Merchant Agreement(s) or Account(s) of Corporation may be in force or maintained, and that until it has actually so received such notice in writing it is authorized to act in reliance on these Resolutions, and that until it has actually received such notice it shall be indemnified and held harmless from any loss suffered or liability incurred by it in continuing to act in reliance upon any of these Resolutions even though one or more of these Resolutions may have been changed.

BE IT RESOLVED, that the Bank may, in its discretion, accept in lieu of an original signature, a legible facsimile or photocopy of a signature of any of the officers designated in the foregoing Resolutions.

BE IT RESOLVED, that the Corporation shall be bound by the terms and conditions of the Merchant Agreement(s) and Account Agreement(s) as they may be revised and or amended from time to time.

Robert M. Blais	Mayor
Debra M. McKinney	Clerk
Dannae Bock	Treasurer

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
Nays: 0

RESOLUTION NO. 46, 2019 ADOPTED. May 20, 2019

- Award paving bid

Nine bids for the 2019 Paving were opened on May 14th. Keith Lanfear checked over the worksheet figures and completed reference checks, which came back satisfactory. Purchasing Agent Deb McKinney recommended awarding to the lowest bidder.

Trustee Root, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 47, 2019

WHEREAS, Commercial Paving Company, LLC of 1380 Towpath Lane, Fort Edward, NY 12828 was the lowest responsive, responsible bidder for the 2019 Street Paving bid,

BE IT RESOLVED, that the Village Board hereby awards the Paving Bid as per the specifications to Commercial Paving Company, LLC of Fort Edward in the amount of \$34,999.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
Nays: 0

RESOLUTION NO. 47, 2018 ADOPTED. May 20, 2019

Mayor Blais reported that the bids were opened for WWTP. No Plumbing bids were received, so that has been let out again. The estimated cost of the Plant is now at \$24M. In order to finance this, the bond attorney must increase the maximum amount of the bonds by resolution and publication again. Along with that, a company, Municipal Solutions, should be hired to prepare an application to exclude all proposed sewer debt and any outstanding sewer debt not previously excluded from the constitutional debt limit. He noted that the cost has increased over the past few years that we've been working on this project. In the meantime, Mayor Blais along with EFC representatives, Superintendent Harrington, Attorney Matt Fuller, Chazen reps, and others have had two conference calls with staff from the Governor's office. Among other things, they have asked about why a sewer user charge has not been implemented. Mayor Blais noted that it has been discussed, but it would be poor timing to implement this, until after we know what the operating costs of the new plant would be. Chazen Companies has responded to the Governor's office requests with more documentation. The Village Board continued with discussion as to the impact of financing a new plant as well as consequences of not accepting bids and not building a plant at this time. Mayor Blais commented that this is a big decision that will be made in the near future. Trustee Perry remarked that he won't vote to break the backs of our tax payers; we need more time. He inquired as to whether the design could be reevaluated. Mayor Blais pointed out that he has looked at what could be cut out of the budget to save money, such as cutting out the events in Shepard Park and cutting staff, but this would jeopardize the Village's opportunity to stay competitive in the tourism business. Mayor Blais, seconded by Trustee Mastrodomenico, unanimously carried, to table the resolution to approve increasing the issuance of serial bonds as well as the authorization to hire Municipal Solutions. These two items will be on the agenda for the May 29, 2019 Special Meeting.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
Nays: 0

MOTION PASSED.

Setting up of the following Capital Accounts were considered:

- Deicing Project – There are funds left over in the General Fund from purchase of the brine and plows, etc this year. The project will continue.

Mayor Blais moved, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 48, 2019

WHEREAS, the Board of Trustees of the Village of Lake George agree to establish a Capital Fund for the purpose of the Road Salt De-Icing Reduction Project.

BE IT RESOLVED, that the Board of Trustees instructs the Village Treasurer to establish a new capital project known as the “Road Salt De-Icing Reduction Project” for future weather-related purchases, and

BE IT FURTHER RESOLVED, an estimated budget to establish this project will be as follows:

Estimated appropriations:	\$61,000.00
HR1440.002 Equipment- Road Salt De-Icing Reduction	\$61,000.00

Estimated revenues:	
Transfer from the General Fund Budget Account	\$61,000.00
Snow Removal Equipment A5142.2	\$61,000.00

VOTING Ayes: Blais, Earl, Mastrodomenico, Perry, Root
Nays:

RESOLUTION NO. 48, 2019 ADOPTED. May 20, 2019

- EPG Engineer Planning Grant – There are funds budgeted in next year’s budget for the purpose of addressing inflow and infiltration as part of this grant.

Mayor Blais moved, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 49, 2019

WHEREAS, the Board of Trustees of the Village of Lake George agree to establish a Capital Fund EFFECTIVE June 1, 2019 for the purpose of the Engineering Planning Grant (EPG) Project.

BE IT RESOLVED, that the Board of Trustees instructs the Village Treasurer to establish a new capital project known as the “Engineering Planning Grant (EPG) Project” for the purpose of the development of an Engineer’s Report that addresses Inflow and Infiltration (I&I) in the Village’s Sanitary Sewer System, and

BE IT FURTHER RESOLVED, with a 20% local match a budget to establish this project will be as follows:

Estimated appropriations:	\$100,000.00
HT1440.004 Engineering Planning Grant (EPG) Project	\$100,000.00

Estimated revenues:

Transfer from the General Fund Budget Account	\$100,000.00
A9950.0009 Interfund Transfer to Capital Project	\$100,000.00

VOTING **Ayes:** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays:

RESOLUTION NO. 49, 2019 ADOPTED. May 20, 2019

John Carr would like to renew the easement on Sewell Street for another period of five years. He uses the space to encourage year round activities, special events and decorations. He noted that "Public safety has also been positively impacted in our village due to this easement."

Trustee Perry, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 50, 2019

BE IT RESOLVED, that the Village Board hereby approves an offer from Mr. John Carr to renew the easement agreement for use of Village owned property for an outside patio at the Adirondack Brew Pub on the corner of Canada Street and Sewell Street for a fee of \$500. per year for five years with the option to negotiate at the end of that period.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 50, 2019 ADOPTED May 20, 2019

Bonadio & Co. submitted a proposal in the amount of \$13,000. to, again complete an audit, this time for the 18/19 fiscal year. Mayor Blais asked for the Board's opinion of this. Clerk Deb McKinney commented that this is not a mandatory audit, and Treasurer Danae Bock would be in favor of asking the Comptroller's Office to do a risk assessment instead. The Comptroller's Office doesn't charge any fees. This would go along with using Mike McCarthy for any other assistance that may be needed. The Board agreed.

Mayor Blais requested authorization to sign a contract with Lake George Guide for advertising of all of the Special Events in their printed guide, online at their website and available on mobile devices.

Trustee Root, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 51, 2019

BE IT RESOLVED that the Village Board, hereby agrees to contract with the Lake George Guide for a full page ad for the summer of 2019 events at a cost of \$2,237.50.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 51, 2019 ADOPTED. May 20, 2019

Mannix Marketing is also offering their services for advertising. Mayor Blais noted that last year we used some of their services, but he would like to contact them to get more details. Trustee

Root suggested that quite a bit of advertising is done by the Lake George Chamber as well. Mayor Blais noted that the County is also contracting for advertising. He will follow up and get more information.

Mayor Blais remarked that he will follow up on getting more information about possibly working on a new Comprehensive Plan.

Mayor Blais began review of two applications for use of Charles R. Wood Park Festival Space.

- George Rochester/Mark Ingleston, Adirondack Nationals Car Show for September 5 through September 8, 2019
- Austin Glickman, Law Enforcement Officers Weekend June 16, 2019

Mayor Blais, seconded by Trustee Mastrodomenico, offered the following resolution for the use of the Charles R. Wood Park Festival Space:

RESOLUTION NO. 52, 2019

BE IT RESOLVED, that the Village Board hereby approves the use of the Charles R. Wood Park Festival space for the following events contingent upon receipt of all fees, insurance and other necessary documents, and

- **George Rochester/Mark Ingleston, Adirondack Nationals Car Show for September 5 through September 8, 2019**
- **Austin Glickman, Law Enforcement Officers Weekend June 16, 2019**

BE IT FURTHER RESOLVED, that this approval is contingent upon approval from the Warren County Board of Supervisors or the Operations and Maintenance Committee for the Park.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 52, 2019 ADOPTED May 20, 2019

The following list of returning and new seasonal employees was considered:

Trustee Perry, seconded by Trustee Root, offered the following resolution:

RESOLUTION NO. 53, 2019

BE IT RESOLVED, that the Board of Trustees approve hiring of the following list of employees for positions as listed:

NEW EMPLOYEES 2019		2019 Pay
METER ENFORCEMENT		
Conklin, Jesse		\$12.00
Costanzo, Anthony		\$12.00
Hardwood, Ericia		\$12.00
Jacobsen, Ray		\$12.00
Martin, Kevin		\$12.00
Novak, Tyler		\$12.00

RETURNING EMPLOYEES 2019	2018 Pay	2019 Pay
Mower		
Moulton, Evan	\$11.75	\$12.00
Court Clerk/Counter		
Sipowicz, Kristine	\$11.00	\$12.00
METER ENFORCEMENT		
Nicholson, Dustin	\$11.00	\$12.00
PEACE OFFICERS		
Casertino, Gerald	\$22.00	\$22.00
D'Annibale, Sean	\$13.75	\$14.00
Dunbar, Cody	\$13.75	\$14.00
LaFarr, Tanner	\$13.75	\$14.00
Lehoisky, Nichols	\$13.75	\$14.00
Schaeffer, Frank	\$13.75	\$14.00
Schermerhorn, Tyler	\$13.75	\$14.00
Sullivan, Paul	\$15.25	\$15.50
Swartz, Zack	\$13.75	\$14.00
DPW/PARKS		
Goodsell, David	\$12.50	\$13.00
Bauberger, Scott	\$13.50	\$14.00
Gunther, Robert	\$13.50	\$14.00
FIRE DEPT.		
Sawyer, Donald	\$12.00	\$12.50
BEAUTIFICATION		
Gearwar, Judy (monthly)	\$2,500.00	\$2,625.00
Manion, Emily	\$11.75	\$13.00

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 53, 2019 ADOPTED. May 20, 2019

Trustee Perry reported that he has spoken with Spectrum about the WiFi in Shepard Park. We are set with the basic installation which can be upgraded to 1 gig by 35m at any time with the same cable that's being installed. The upgraded service should cover Shepard Park and the Beach and accommodate about 500 people using it. The basic fee is \$64.98 and the upgraded service is \$249 per month for the first 12 months. Trustee Perry pointed out that we can do this on a seasonal basis with minimal start up fees each time. He suggested that we should go to bid for the WiFi antennas in the near future so that the WiFi can be active this summer. He is willing to draft some bid specs and will work on those.

Trustee Root received the information about Mobile Ap Parking that Dave Harrington provided and has been researching the options in regards to getting an ap up and running for paying for parking meters. He doesn't recommend the GPS driven ap. He has used the grid system, and it seems easier. He checked ratings for each of the three vendors being considered, and likes

Park Mobile. It seems like they have been around longer, are more established, and have a lot of reviews. The Board continued the discussion in regards to the different vendors, their charges and the benefits of each. They discussed the possibility of raising the fees at the meters to \$1.50 minimum charge, but decided not to change the rate. Mayor Blais confirmed that this ap would work for the single space parking meters. They talked about whether it would work with the pay and displays as well. They also discussed how the meter enforcement personnel would be able to monitor payments for the meters; it would be necessary to have a compatible handheld and/or smart phone to use. The Board agreed with Trustee Root's recommendation to use Park Mobile. Trustee Root remarked that he is willing to reach out to the vendor and make a commitment and work to get the ap in place.

Trustee Root, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 54, 2019

WHEREAS, the Village Board would like to offer a parking ap for those paying for parking; and

WHEREAS, they have compared proposals by three different vendor and have made a choice to go with Park Mobile;

BE IT RESOLVED, that Trustee Root will follow up with the vendor and make a commitment to get the process put in place for at least the single space meters and possibly the pay and display machines.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 54, 2019 ADOPTED May 20, 2019

Trustee Root, seconded by Trustee Earl, offered the following resolution for water changes:

RESOLUTION NO. 55, 2019

MAY 2019 WATER CHANGES

MAY BILLING	\$133,109.30
LESS SENIOR CITIZEN DISCOUNT	(\$ 1,398.45)
PENALTY FOR NON COMPLIANCE	\$ 100.00
FINAL READS:	
Bank of America	\$ 61.99
M Caputo	\$ 70.62
A Fasone	\$ 17.58
T White	\$ 11.23
SALE OF EQUIPMENT:	
Frost plates	\$ 20.00
ADJUSTMENT:	
Wedeln Partners	\$ (2.64)

The above resulted in the following Journal Entries:

DR F0350 WATER RECEIVABLE		\$131,810.85
CR F2140 WATER METERED		\$131,710.85
CR F2148 WATER PENALTIES		\$ 100.00
DR F0350 WATER RECEIVABLE		\$ 178.78
DR F2148 WATER PENALTIES		\$ 2.64
CR F2655 SALE OF EQUIPMENT		\$ 20.00
CR F2140 WATER METERED		\$ 161.42

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0

RESOLUTION NO. 55, 2019 ADOPTED. May 20, 2019

Trustee Root, seconded by Trustee Earl, offered the following resolution for transfers and audits:

RESOLUTION NO. 56, 2019

TRANSFERS:

From:	To:	Amount:
A.1362.4 Legal Advertising	A1325.43 Clrk Treasurer	
A.5410.22 Sidewalks equipt	A1620.41 Phone	\$150.00
A.5410.22 Sidewalks equipt	A1640.44 Bldgs electric	\$1,100.00
A.7020.22 Rec Ctr equipt	A5650.4 Central Garage veh	\$1,500.00
A.7020.1 Rec Ctr pers.	A7020.4 Off Street Prk cont	\$700.00
A.7110.4 Parks contr	A.7110.42 Rec Ctr Contr.	\$1,200.00
A.7110.4 Parks contr	A.8010.4 Wood Park	\$3,700.00
A.8120.21 Sanit. Sewer	A.8130.4 Zoning Contr.	\$1,200.00
F.8340.4 Trans. Dist. Contr	F8310.42 Sewer Treat Contr	\$10,000.00
F.8340.4 Trans. Dist. Contr	F.8310.43 Water Adm gas	\$500.00
F.8340.4 Trans. Dist. Contr	F.8350.4 Water Adm phone	\$600.00
A.8510.1 Beaut. Pers Svce	A.5110.1 Water Meter Contr	\$1,000.00
A.8510.1 Beaut. Pers Svce	A.7110.1 Streets Pers. Svce	\$15,000.00
A.8510.1 Beaut. Pers Svce	A.6410.4 Parks Pers. Svce	\$1,500.00
		\$3,000.00

AUDITS:

		Voucher #	Check #
4/25/2019	General	\$122,064.77	191854-191887
	Water	<u>\$25,458.48</u>	32612-32621
		\$147,523.25	
5/9/2019	General	\$47,120.69	
	Water	<u>\$13,078.30</u>	32622-32627
		\$60,198.99	
5/20/2019	General	\$131,827.57	
	Water	\$171,230.98	

Sewer Plant			32629-
Improv(HK)	\$30,154.40	191903-192052	32730
Chas. R. Wood Pk (HP)	<u>\$866.25</u>		
	\$334,079.20		

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 56, 2019 ADOPTED. May 20, 2019

Mayor Blais noted that Phil Gengel from the school was previously approved for a bike wash during Americade for June 6 and 7. Mr. Gengel would like to add June 8th and would also like permission to sell bottled water. The Board agreed.

Mayor Blais confirmed that when the time comes to consider moving forward on the WWTP improvements, he will schedule a special meeting.

Mayor Blais reported that he got a note from Town of Bolton Supervisor Ron Conover thanking the Village for helping them with a Treatment Plant Operator when they lost theirs. The employee that Tim Shudt has been training has passed the licensing exam, so they no longer need Operator assistance.

There was a motion by Trustee Perry, to adjourn at 7:45 p.m.

Respectfully submitted,

Debra J. McKinney
Village Clerk