

Minutes of the Special Meeting of the Board of Trustees of the Village of Lake George, NY, held at the Village Administration Building on Monday, January 27, 2020 at 9:00 a.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, Superintendent Keith Lanfear, Dan Barusch and Marisa Muratori.

At 9:00 a.m. Mayor Blais opened the Special Meeting and stated that three shared services contracts were presented to the Board and discussed at the last Board meeting. He commented that there may have been some questions about them so he wanted to revisit them today. He reviewed and said that the Code Enforcement Officer contract seemed to be good; he pointed out that this new shared services agreement adds Doug Frost to the Town's payroll and health insurance coverage while he is an active employee. The contract includes a clause that allows Mr. Frost to come back on to the Village's insurance upon retirement. He introduced Dan Barusch and asked him to explain the two separate proposals that were submitted for the Planning and Zoning Director position. Dan reviewed the job duties on the two different proposals. The first one is just a renewal for the current position, and he described the duties in detail. The second IMA adds planning duties as well as grant writing. He explained about the different planning specific duties he could be doing if the Board chooses. Mayor Blais noted that we have used Elan in the past to prepare some of the grant applications. Dan replied that he would do a minimum of two grant applications, and more if time permitted. The proposal includes administration of the grants as well as writing the applications. He recommended that the Village prepare a new Comprehensive Plan as ours is 15 years old, and that could be part of what would be included, too. Dan went through a list of grants that he has applied for and the outcome of them. He went on to say that if the Village Board is interested in some different projects, he can look around for funding. Dan noted if he is brought on as a Planner, he would be willing to develop an enforcement code for the J1 students/transient occupants and create an inspection program, which he and Doug would enforce to somehow regulate the quality of life standards for the students. He continued on with describing the position duties. Mayor Blais then thanked him and said that he would let him know what the Board decides. Dan Barusch and Marisa Muratori then left the meeting.

Motion by Trustee Perry, seconded by Trustee Earl, unanimously carried, to enter into an Executive Session at 9:21 a.m. to discuss two separate topics including: the employment history of a particular person and current litigation.

Motion by Trustee Perry, seconded by Trustee Earl, unanimously carried, to exit Executive Session at 9:58 a.m. There was no action taken during the session.

Kyle Manny of the Lake George High School submitted a request to use the REC Center baseball fields for a High School Softball Tournament on May 9, 2020.

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

RESOLUTION NO. 206, 2020

BE IT RESOLVED, that the Village Board hereby approves a Special Event Application for use of the REC Center baseball fields by Kyle Manny of the Lake George High School to hold a High School Softball Tournament on May 9, 2020.

BE IT FURTHER RESOLVED that the fees for this event will be waived.

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

RESOLUTION NO. 206, 2020 ADOPTED. January 27, 2020

Mayor Blais reported that he received a request from the Lake George Rotary Club to hold a "Hay Bale" 50/50 Raffle. Clerk Deb McKinney reminded him that the Town handles their raffles in regards to the NYS State Racing and Wagering Board requirements. Mayor Blais noted that last time he spoke at the Rotary Club meeting, they were asking him if we had any projects that we would like them to do. Superintendent Lanfear responded that we could use four or five new picnic tables up at the REC Center. Trustee Perry commented that the handicap parking area up there could use some work including some new signage. Keith agreed to follow up on that. Mayor Blais will send a letter to the Rotary about the tables.

On behalf of the Lake George Winter Carnival, Nancy Nichols submitted a Special Event Application for their 2020 event being held weekends in February. Usually with lack of snow and ice, such as this year, they request use of Beach Road Parking lot for the outhouse races. Mayor Blais suggested that they try using the Festival Space at the Wood Park this year. The County has agreed to let them use it for a fee of \$500. She also submitted the Parade Permit application for a parade scheduled for February 1, 2020 and to go down Canada Street from the Fort William Henry to Amherst Street. Mayor Blais asked Superintendent Lanfear how much additional manpower would be necessary for the parade and/or for opening the restrooms. Keith estimated a cost of \$500. to \$700 for staff to open and monitor the restrooms.

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

RESOLUTION NO. 207, 2020

BE IT RESOLVED, that the Village Board approves the use of Shepard Park and Blais Park for the Lake George Winter Carnival for weekends in February, 2020 and also approves the Parade permit for their scheduled parade on February 1, 2020 contingent upon receipt of insurance and other necessary documents.

BE IT FURTHER RESOLVED, that the Board waives the fees for Shepard Park, Blais Park and for the Parade.

BE IT RESOLVED, that the Village Board hereby approves the use of the Charles R. Wood Park Festival space for use by the Winter Carnival for the outhouse races contingent upon receipt of the fee which was set at \$500., insurance and other necessary documents, and

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, Root, Perry**
Nays: 0

RESOLUTION NO. 207, 2020 ADOPTED. January 27, 2020

Mayor Blais asked the Board to review Resolution No. 193 adopted on December 30, 2019 for the shared services for the Director of Planning & Zoning as well as the Code Enforcement Officer. The Board agreed that they would like to add the planning services and grant writing as described earlier by Dan Barusch, and they agreed with the contract for Code Enforcement. Clerk Deb McKinney pointed out that the previous resolution was correct except the dollar amounts were estimates and the figures were corrected to reflect the actual cost so it needs to be rescinded and a new resolution adopted.

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

RESOLUTION NO. 208, 2020

BEIT RESOLVED, that the Board of Trustees of the Village of Lake George hereby rescinds Resolution No. 193, 2019 adopted on December 30, 2019; and the following resolution adds more detail and corrects the contract amounts.

WHEREAS there is currently an agreement with the Town of Lake George for the shared services of the Planning & Zoning Administrator Dan Barusch, which began on January 1, 2018, and continued through 2019;

WHEREAS the Village Board would like to continue the agreement for the calendar year 2020;

BE IT RESOLVED that the Board of Trustees of the Village of Lake George would like to continue the shared services for the Director of Planning & Zoning and agrees to pay the Town a fee of \$24,551, which is inclusive of NYS taxes and retirement costs, and will be due by July 1, 2020. This fee includes an additional \$5,000. for added planning services as well grant writing services as described in Addendum 1 of the contract.

WHEREAS the Town of Lake George has offered shared services for the position of Code Enforcement, currently occupied by Douglas Frost, for the partial year of 2020 and full year of 2021 with evaluation at the end of each year;

WHEREAS the employee would be covered by the Town's health insurance and be fully on the Town's payroll;

BE IT RESOLVED that the Board of Trustees of the Village of Lake George would like to share the services of the Code Enforcement Officer and agrees to pay the Town a fee of \$14,574.24 due in July 2020 for services beginning on June 1 and continuing through December 31, 2020; and for the 2021 calendar year a fee of \$25,062. payable July 2021. This agreement will be reevaluated at the end of 2020.

BE IT FURTHER RESOLVED, that the Board of Trustees of the Village of Lake George agrees to allow the current Code Enforcement Officer Douglas Frost, upon his retirement, to come back on the Village's health insurance. His share of the cost of the coverage will be based on his years of services at retirement, currently at 26 years, as per the Village Handbook Section K(3) and the employer's requirement for continuous

health insurance coverage with the Village and retirement from the Village will be waived so that Mr. Frost can receive the vested rights.

BE IT FURTHER RESOLVED that the Village Board authorizes Mayor Blais to sign both of the Shared Services agreements, one for the position of Code Enforcement Officer and the other for the Director of Planning and Zoning.

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

RESOLUTION NO. 208, 2020 ADOPTED **January 27, 2020**

Trustee Perry inquired as to the status of the parking ap. Superintendent Lanfear noted that we have been working on getting it ready to be used.

Mayor Blais reported that he plans to speak with the Warren County Occupancy Tax Committee again about his request for funding for the Waste Water Treatment Plant.

Trustee Mastrodomenico asked about the brining operation and whether brine is being used. Superintendent Lanfear reported that the Village has no brine left, and there is a problem with the vendor providing brine with the correct composition.

There was a motion by Trustee Root, to adjourn at 10:12 a.m.

Respectfully submitted,

Debra J. McKinney
Village Clerk