

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, November 4, 2019 at 8:30 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, Assistant Superintendent Keith Lanfear, and Treasurer Danae Bock.

At 8:30 a.m. Mayor Blais opened the Special Meeting and reported that he had recently met with staff from the Adirondack Trust Bank to review their proposal for the Fire Department's LOSAP program funds. He noted that it was worth it to compare what they would offer with our current bank, Glens Falls National. Adirondack Trust has a bank on Quaker Road and is building a new one off Exit 18. They are offering lower expense costs throughout the first year as a promotion, but then the rates will be about the same as what we're paying now. The LOSAP Committee recommended not changing the investments at this time, and agreed to reevaluate in about a year. Mayor Blais suggested that the Village might consider investing some funds with Adirondack Trust, maybe one of the Reserve account funds. Adirondack Trust comes highly recommended and is the largest mortgage holder for Lake George Steamboat Company and also for the Marriott.

Clerk Deb McKinney requested permission to purchase a laptop for use by Dan Elkins. Dan handles the pay and display and meter repairs, as well as, he will be working with Park Mobile to get their ap for meters up and running. He will also be the one that works with IPS, when we get those new machines.

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

RESOLUTION NO. 154, 2019

WHEREAS, various new parking equipment and enforcement programs will be utilized in the future, it is necessary to use a laptop for the back office and other software for the pay and displays, for Park Mobile for the meters, and for the meter enforcement program;

BE IT RESOLVED, that the Board of Trustees of Village of Lake George approves the purchase of a Dell laptop at a cost of \$497. and approves the transfer of funds from A3320.4 to A3320.22.

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

RESOLUTION NO. 154, 2019 ADOPTED. November 4, 2019

Mayor Blais announced the 2019 Community Support Group Summit is being held in Branson, MO from November 12-15, 2019. Every year we've been sending a representative to the national summit, and this gives us an opportunity to make a pitch for bringing the summit to Lake George. The funds are available in the Student Connection budget, and Stephanie Fregoe is willing to attend.

Mayor Blais, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 155, 2019

WHEREAS, Stephanie Fregoe represents the Village of Lake George with the Student Connection;

BE IT RESOLVED, that the Board of Trustees of Village of Lake George authorizes her attendance at the 2019 Community Support Group Summit in Banson, Missouri on November 12 through the 15, 2019 at an estimated cost of \$1600.

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

RESOLUTION NO. 155, 2019 ADOPTED. November 4, 2019

Grade A Laboratory Training is scheduled for November 14th at the Glens Falls Wastewater Plant at a cost of \$125. each. A certain amount of certified contact hours for training is required for the Operators to maintain their licensing.

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

RESOLUTION NO. 156, 2019

BE IT RESOLVED, that the Village Board approves Village staff to attend Grade A Laboratory Training scheduled for November 14th at the Glens Falls Wastewater Plant at a cost of \$125. each.

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

RESOLUTION NO. 156, 2019 ADOPTED. November 4, 2019

Mayor Blais asked Keith Lanfear to explain about the Lake George Association Project. Keith informed the Board that Randy Rath had contacted him in regards to work that was planned for the bottom of hill on Lower Montcalm Street just before MacDonald Pier. He gave a brief description of the intended project. The LGA had a contractor lined up to do the work, but they have backed out. The work consists of demolishing the concrete and installing a pervious walk. This location has been a trouble spot. The LGA has grant funding for this, and they are asking if they supply the material, could Village crews do the work, and the Village can be paid for it? Keith commented that, with Board approval, he could schedule it. Keith noted that this job would fit into our MS4 obligations as well. He also noted that our vac sweeper is capable of cleaning up these pervious walks. Trustee Perry commented that he has noticed some puddling on Beach Road and West Brook Road as well. The Village does not own these roads.

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

RESOLUTION NO. 157, 2019

**WHEREAS, the Village has a stormwater problem existing on Lower Montcalm Street;
and**

WHEREAS, runoff from the public streets and sidewalks enters into Lake George untreated at this point; and

WHEREAS, the Lake George Association has funds available to correct this by the installation of permeable pavers; and

WHEREAS, the Village Department of Public Works has the necessary time, equipment and expertise to replace the existing concrete sidewalk.

BE IT RESOLVED, that the Village Board agrees to have Village staff preform the necessary work and accept payment for same from the Lake George Association.

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

RESOLUTION NO. 157, 2019 ADOPTED. November 4, 2019

Mayor Blais explained that the Village currently has two contracts with the Town of Lake George in regards to Waste Water. The first is a 30-year contract for acceptance and treatment of the Town's waste water coming from their Upper Pump Station. The contract was last signed in 2011, which is reviewable three years from the signed date and at least every five years thereafter during the term. The cost to the Town for their share of operation and maintenance is computed based on the flow contributed by each party. A percentage is set and the Town pays for their share of the expenses. It is usually about 50-52%. The last bill submitted to the Town had some errors in the computation, which have been corrected, but it has set off a debate as to the accuracy of the computations and accuracy of the flow meter readings. There is only one meter that is used to monitor the flows, and it is owned by the Village. The meter is calibrated every year, and we have offered for Town staff to come at anytime and check the meter. It was suggested that the Town install their own meter so that they can be assured that the flow figures are correct. Also, the percentage share has been questioned, and Operator Shudt suggested that the Town be billed at rate per gallon based on the expenses incurred just like any other customer. There is a meeting with Town officials scheduled for Thursday for further discussion.

The second is an intermunicipal agreement for the Village to maintain, supervise and oversee the Town of Lake George Caldwell Sewer District. This agreement was signed in November for 2019 and three years after. It can be cancelled with a 90-day notice. These bills generally run about \$27,000. to \$28,000. each year. This agreement does not include annual line maintenance or any necessary overtime. The Village generally handles the line maintenance. Mr. Lanfear noted that is becoming a hardship, as it takes time away from Village work. There has recently been some concern on behalf of the Town in regards to logging and keep track of the exact staff and time spent working there as opposed to a general "up to six hours per day" that we charge them for. For safety purposes the Village actually sends two people anytime work is done there, and the Town is not being charged for that. They are also not being charged for the expertise and administration time that Operator Tim Shudt spends on their pump station. They are not being charged for mileage or gas on our vehicles either. They are only paying the hours for one employee. It was noted that the Town is getting a good deal, but wants documentation on everything, which is time consuming. Mayor Blais suggested that we draft a new agreement and charge a flat rate \$30,000 per year, that way there would be no request for log sheets and other documentation. And we could offer it for the next two years or until the new treatment plant is operational. This new agreement would include any necessary overtime, but not include cleaning and maintenances of their lines. . Keith suggested that we

may have to notify the Town that they will have to hire a contractor for future maintenance of the lines. The Board agreed to change this contract.

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

RESOLUTION NO. 158, 2019

WHEREAS, the Village Board of Trustees of the Village of Lake George hereby agrees to enter into a revised intermunicipal agreement with the Town of Lake George to take over maintenance, supervision and oversee the Caldwell Sewer District for a period of two years 2020 and 2021;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Lake George hereby authorizes Mayor Robert Blais to sign an intermunicipal agreement with the Town of Lake George as follows:

The Village shall agree to maintain, supervise and oversee the TLG Caldwell Sewer District commencing on January 1, 2020 for a period of two years. Such services will include the following:

- A. The Village staff will inspect and maintain the Pump Stations and Collection System on a daily basis, including: Saturdays, Sundays and holidays with at least two trained employees.**
- B. Village staff will respond to all emergencies and provide overtime assistance.**
- C. Village will provide monthly reports to the Supervisor to include all pertinent information, requests, etc.**
- D. Town will be responsible for all maintenance supplies and parts as well as those utilized during an emergency operation.**
- E. Billing will be in October of each year.**
- F. Town will be responsible for annual cleaning of all the Collection System and Wet Wells.**

Cost for the above services as specified will be \$30,000 per year excluding items (D) and (F).

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

RESOLUTION NO. 158, 2019 ADOPTED.

November 4, 2019

Mayor Blais noted that due to the recent retirement of Superintendent Harrington, a new Superintendent needs to be appointed. He recommended appointing Keith Lanfear who has been working as the Assistant Superintendent as Superintendent of Public Works, with Tim Shudt to be appointed as Assistant Superintendent of Public Works. Mr. Shudt is willing to take this position with no increase in pay at this time. Keith Lanfear left the meeting. The Board continued with discussion of Mr. Lanfear's promotion and salary.

Trustee Earl offered a motion to increase Keith Lanfear's salary by \$6,000. immediately with another \$6,000. raise in six months. There was no second. Discussion continued.

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

RESOLUTION NO. 159, 2019

WHEREAS, David Harrington retired effective November 2, 2019;

BE IT RESOLVED, that the Village Board of Trustees hereby appoints Keith Lanfear to the position of Superintendent of Public Works and Timothy Shudt, Sr. as Assistant Superintendent of Public Works effective November 2, 2019;

BE IT FURTHER RESOLVED, that the Village Board of Trustees hereby approves a salary increase of \$10,000. effective immediately, and also a guaranteed \$2,000. increase on June 1, 2020 for Superintendent Keith Lanfear.

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

RESOLUTION NO. 159, 2019 ADOPTED. November 4, 2019

Trustee Root remarked that the new boat storage building has quite an impact. Mayor Blais noted that there were some variances involved with this. He also commented that there will be additional assessed valuation to the Village.

There was a motion by Trustee Root, to adjourn at 9:36 a.m.

Respectfully submitted,

Debra J. McKinney
Village Clerk