

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, December 16, 2019, at 5:00 p.m.

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

Also present: Clerk Debra McKinney, Superintendent Keith Lanfear, R. Michael N'dolo of the MRB Group, Tom & Theresa Lloyd of Adirondack Studios, Town Council person Marisa Muratori, Erin Coon of the Lake George Collaborative, Gina Mintzer of the Lake George Chamber, Alex Lombard of the Lake George Music Festival, Tony Hall of the Lake George Mirror and Journalist Thom Randall.

At 5:00 p.m. Mayor Blais opened the Regular Meeting, and asked Trustee Perry to lead the Pledge of Allegiance.

Mayor Blais introduced Michael N'dolo of the MRB Group. The MRB Group submitted a proposal to provide real estate and business planning services related to the Lake George Forum. Mr. N'dolo gave a brief background about the company and their experience, and said that he is an economic developer. He reviewed the intended scope of work detailing the consulting services that they would provide. He noted that although this work would take two to three months to complete, the timeframe is open depending on what the municipalities would like to do as far as public meetings. The proposed cost would be a fixed fee of \$15,000. This proposal does not include any design fees; their work would take it to a point where a decision could be made as to whether it is a feasible project or not.

Mayor Blais commented that some members of the steering committee are present along with Town Board member Marisa Muratori. The Town has approved sharing the cost. Mayor Blais asked whether it would be possible to change the scope to look at a multiuse facility instead of a music hall which was originally intended. Mr. N'dolo noted that he would encourage a multiuse facility making it more financially sustainable. He gave details of the study that they plan to do.

Mayor Blais remarked that the basic study will lay out the expenses and include a couple of public meetings which is what we are looking for. Trustee Root commented that he was under the impression that the plan was being developed so that we could attract investors, not that we were going to be an investor. John noted that he was thinking that Supervisor Dickinson said that the Town had no interest in owning the property. He was wondering if he missed something. Mayor Blais replied that the best scenario would be for a third party group would come in and take over the operation of the building in some form, and it was not really our intention to operate the building. Trustee Root questioned whether the Village would be the investors/owners. Trustee Root went on to say that the study would develop a business plan so that it could be promoted to other people and that would end our financial commitment. Trustee Root continued and said that it seems to evolved in to the Village being the investor and in his opinion and said, "Our pockets aren't that deep." He noted that he is all for the study. Trustee Mastrodomenico commented that he was under the same assumption.

Mayor Blais commented that the adjacent properties are of interest and would be extremely beneficial for parking, which has nothing to do with this proposed study. Discussion

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continued as to who the owner of the property and adjacent properties would eventually be. He noted that he is aware of some organizations that may be interested in ownership if the study is done. The Committee can use the study to attract an investor.

Alex Lombard, Director of the Lake George Music Festival spoke about a plan that he has developed and how the purchase and use of this building could work. He projected that there could possibly be a merger with the Lake George Music Festival and the Lake George Arts Project to manage a multiuse space. Tom Lloyd, a local theater consultant, who has some experience in adaptive reuses commented that the opportunity to turn the building into a Festival Forum, that would have multiple opportunities, would bring a lot of business to the area, and that is the focus that they are working on right now. Trustee Root made mention that he is a little skeptical because he went through this with the original Forum.

Mayor Blais remarked that he would like the Village Board to make a decision as to whether they would like to team up with the Town to have the study done.

Mayor Blais then introduced Erin Coon who came to make a presentation on behalf of the Lake George Collaborative. She handed out copies of a presentation that was made elsewhere several weeks ago. A tentative budget was included in the packet. She commented that the focus of the group is on marketing and how to stretch the season. Mayor Blais started the group and has been attending meetings with the intention to eventually hand off the duties. It will be up to the business owner members to make decisions in the future. Ms. Coon commented that the group is ready to move forward, but they can't do anything until they have some funding in place. Erin noted that they have been in discussion with Gina Mintzer from the Chamber in regards to the possibility of becoming a department within the Chamber, which would save a lot of overhead expenses. Ms. Mintzer confirmed the discussion and reported that this has been sent on to her Board. Mayor Blais remarked that the occupancy tax funds would be a tremendous investment towards this group's efforts. He suggested that a member of their committee join the Joint Occupancy Tax Committee at their deliberations for granting of the funds and possibly be the ones to make the decisions as to the awards in the future. Committee member John Root agreed that the Committee doles out the funds, but the Collaborative could see it through. Mayor Blais mentioned that the group could come to a Village budget workshop and maybe the Town and the Village could each give them \$75,000. based on their tentative budget figures. Further discussion continued in regards to members' fees and who would be eligible to join.

Mayor Blais continued on with the Regular Village Board Meeting agenda and presented the minutes from the Regular and Special Joint Meeting held on Monday, November 18, 2019. The Special Joint meeting was held at the Town Office prior to the Regular Meeting. Trustee Root made a motion, seconded by Trustee Perry, unanimously carried to approve the minutes.

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

MOTION PASSED.

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

Fire Chief Scott Smith requested a decontamination policy be added to their handbook.

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

RESOLUTION NO. 176, 2019

BE IT RESOLVED, that the Village Board approves the following be added to the Fire Department Handbook:

Decontamination Policy

Effective immediately any and all members (interior and exterior) involved in any firefighting duties involving smoke or hazardous conditions will be immediately decontaminated (scrubbed down all gear with the use of soap and water including scba and mask) at the incident scene at which time will be removed and placed in a plastic bag for transport back to the station for washing. When back at the station they will be properly washed and dried before being placed back in service.

Any member failing to follow this policy in a timely manner will be subject to disciplinary action by the Chief's Office.

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

RESOLUTION NO. 176, 2019 ADOPTED. December 16, 2019

Mayor Blais gave a report about the South End Gateway Project. He advised that Saratoga Associates have already completed a set of design drawings for the south end of the Village from the border to Mohican Street, but does not include the "Friendship Bridge" that was discussed previously. Mayor Blais noted that Ron Mogren confirmed that with these drawings, we could go out to bid. The design includes the medians and new lighting that matches ours. The cost for this work was covered with grant funding. He noted that at last month's meeting we discussed some possible upgrades to the north end, north of the bridge, by improving lighting and sidewalks, and these could be done in house since the grant we applied for, for this work, was denied. Mayor Blais suggested getting proposals to apply for a grant to do the south end work, and the Board agreed.

Trustee Perry reported that he has been in contact with David Wells of Nexamp to offer the Village a proposal. Mr. Wells gave a presentation to the Town, and Trustee Perry would like to have him speak to the Village Board. Copies of National Grid bills were requested and supplied, so that they can then come up with some figures to look at.

Superintendent Lanfear and Clerk Deb McKinney requested permission to attend a Fred Pryor session being held on February 27, 2020 at the Queensbury Hotel at a cost of \$149. each.

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

RESOLUTION NO. 177, 2019

BE IT RESOLVED, that the Village Board approves Village staff to attend:

- **A Fred Pryor supervisor training session being held on February 27, 2020 at the Queensbury Hotel at a cost of \$149. each.**

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

RESOLUTION NO. 177, 2019 ADOPTED.

December 16, 2019

Special Event/Facility Use permit applications:

- Duffy's Tavern, Linda Duffy New Year's Day Polar Plunge at Shepard Park Beach, January 1, 2020 11:00 a.m. to 3:00 p.m. Superintendent Lanfear confirmed that two restroom attendants are needed during the event. It was noted that the fee for use of Shepard Park off season is \$200. per day.
- Adirondack Runners Polar Cap Run, Marcy Dreimiller, February 1, 2020 The runners' course winds through the Village and Town.
- Tales & Ales, Lisa Giknis, 1 Canada Street behind Biscotti Brothers on the private property of the Adirondack Pub & Brewery, May 16 & 17, 2020. She is requesting that the Village's small stage be delivered and set up for her event and that the Fire Department pumps water to fill the pool. Mayor Blais noted that she will pay applicable fees.

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

RESOLUTION NO. 178, 2019

BE IT RESOLVED, that the Village Board hereby approves the following list of Special Events/Use of Shepard Park contingent upon receipt of all fees, insurance and other necessary documents:

- **Duffy's Tavern, Linda Duffy New Year's Day Polar Plunge at Shepard Park Beach, January 1, 2020 11:00 a.m. to 3:00 p.m. with the fee to be set at \$200.00.**

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

RESOLUTION NO. 178, 2019 ADOPTED.

December 16, 2019

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

RESOLUTION NO. 179, 2019

BE IT RESOLVED, that the Village Board hereby approves the following list of Special Events contingent upon receipt of applicable fees, insurance and other necessary documents:

- **Adirondack Runners Polar Cap Run, Marcy Dreimiller, February 1, 2020**
- **Tales & Ales, Lisa Giknis, 1 Canada Street behind Biscotti Brothers on the private property of the Adirondack Pub & Brewery, May 16 & 17, 2020. She is requesting that the Village's small stage be delivered and set up for her event and that the Fire Department pumps water to fill the pool.**

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

RESOLUTION NO. 179, 2019 ADOPTED.

December 16, 2019

Mayor Blais presented the following applications from Dave Ehmann, Improv Records for Village Occupancy Tax:

- Improv Records, Inc – Spring Concert 6/13/20 \$28,000.

- Improv Records Inc – Adirondack Independence Music Fest 9/4-9/6/20 \$50,000.
- Improv Records Inc – Fall Concert 9/28/20 \$28,000.

He made note that the Village guidelines do not allow funding of events done by for profit businesses. Mr. Ehmann is also applying for funding from the County.

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

RESOLUTION NO. 180, 2019

BE IT RESOLVED that the Village Board tabled the three Occupancy Tax Applications from Dave Ehmann of Improv Records.

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

MOTION PASSED.

RESOLUTION NO. 180, 2019 ADOPTED. December 16, 2019

Mayor Blais had a request for support from the Northern Forest Center, which focuses on forest economy in a four-state region.

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

RESOLUTION NO. 181, 2019

BE IT RESOLVED that the Village Board would like to send a letter of support to the Northern Forest Center, but declined sending a monetary donation.

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

MOTION PASSED.

RESOLUTION NO. 181, 2019 ADOPTED. December 16, 2019

The following resolutions were considered:

- The annual Utica National Dividend Check for the Fire Department Insurance Coverage has been received. Generally the funds are transferred to the Fire Equipment Reserve

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

RESOLUTION NO. 182, 2019

WHEREAS, annual dividend checks in the total amount of \$4,193.91 were received and deposited into the General Fund;

BE IT RESOLVED, that the Village Board hereby approves a transfer of \$4,193.91 from the General Fund to the Fire Equipment Reserve.

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

Nays: 0

MOTION PASSED.

RESOLUTION NO. 182, 2019 ADOPTED.

December 16, 2019

- Warren County Safe & Quality Bicycling Organization Support

Mayor Blais noted that this organization requests support from various towns and villages. They give seminars on safe biking; assist us with the Student Connection; and print a brochure. They are under the auspices of the Warren County Tourism Board.

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

RESOLUTION NO. 183, 2019

BE IT RESOLVED, that the Village Board hereby approves support to the Warren County Safe & Quality Bicycling Organization in the amount of \$250. from the Occupancy Tax appropriation.

VOTING

Ayes: 5

Blais, Earl, Mastrodomenico, Perry, Root

Nays: 0

MOTION PASSED.

RESOLUTION NO. 183, 2019 ADOPTED.

December 16, 2019

- 2020 Fire Contract with the Town of Lake George for Annual Operating & Debt Expenses. The Town Board has already approved and signed the document.

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

RESOLUTION NO. 184, 2019

WHEREAS, the Town of Lake George has contracted with the Village of Lake George for fire protection;

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George hereby authorizes Mayor Blais to sign the 2020 Fire Contract for Annual Operating and Debt Expenses with the Town with a total payment of \$351,470.11 to be due in the month of February 2020;

VOTING

Ayes: 5

Blais, Earl, Mastrodomenico, Perry, Root

Nays: 0

RESOLUTION NO. 184, 2019 ADOPTED.

December 16, 2019

Mayor Blais reported that the Adirondack Winery is planning to request approval to put up an outside display with a bear, but they did not submit the rendition and location description in time for this meeting.

Jeffrey Smith, President of Municipal Solutions submitted a proposal to assist the Village in coming up with a sewer rate. They would look at the existing sewer operation and history and develop a sewer rate structure. The proposal includes attending meetings and assistance in development of an operating budget as well as other financial consulting

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services. Mayor Blais explained that many communities have a sewer rate based on usage versus based on value of business. He noted that the rate could be ready in time to consider for the next Village budget. Mayor Blais has spoken with the vendor and stated that if there's less need for as many meetings as proposed and some other services, the cost could come in the less than the \$12,000. quoted. Some work has been previously done on this by the same company.

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

RESOLUTION NO. 185, 2019

WHEREAS, the Village Board would like to explore the options for using a sewer rate versus having the sewer charges added in to the taxes;

BE IT RESOLVED that the Board of Trustees of the Village of Lake George hereby authorizes Mayor Blais to sign a contract with Municipal Solutions to prepare a study to develop a sewer rate at an estimated cost of \$12,000.

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

MOTION PASSED.

RESOLUTION NO. 185, 2019 ADOPTED. December 16, 2019

The Town of Lake George sent a letter disputing their water bills for the Town Office and the Court House, as well as questioning the water at their cemetery. The Caldwell Cemetery has not used water in several years, but has been receiving a no use bill. Mayor Blais recommended making this account inactive.

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

RESOLUTION NO. 186, 2019

WHEREAS, the Town of Lake George has not used water and does not plan to use water at the Caldwell Cemetery, Account #1075;

BE IT RESOLVED that the Board of Trustees of the Village of Lake George hereby deems this account "inactive" with no further billing.

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

MOTION PASSED.

RESOLUTION NO. 186, 2019 ADOPTED. December 16, 2019

Superintendent Lanfear explained that the other two locations, the Town Office and Courthouse have been using larger than normal amounts of water. The Water Department has checked both locations and met with Jim Martino a couple of times; the meters are working fine. He suggested that both locations have sprinkler systems that may have leaks. Mayor Blais noted that normally we would offer the customer a payment plan to pay off the balances due. He recommended meeting with Jim Martino one more time to go over the usage.

Mayor Blais reported that the Town of Lake George has continued to support the REC Center in the amount of \$14,500. He noted that the Joint Commission uses the fields as well as there are other activities. Gina Mintzer commented that she had requested use of the fields last year for an event, but was denied. Mayor Blais explained that these fields are measured and sized for little league play, and that might not be what she was looking for?

Mayor Blais received complaints about outside speakers directed at people on the sidewalks. The music playing was using profanity. He asked the Board to review an outside entertainment law draft done by Attorney Fuller. The proposed local law would prohibit the continuous playing of music of other attention getting advertising onto the street.

Trustee Mastrodomenico, seconded by Trustee Earl, offered the following resolution for Water Changes:

RESOLUTION NO. 187, 2019

DECEMBER 2019 WATER CHANGES

DECEMBER PENALTIES **\$1,634.77**

FINAL READS

A Staley	# 302	\$	20.88
D Bean	#3892	\$	28.25
M Ravalli	# 280	\$	33.40

ADJUSTMENTS

Town of Lake George	#1075	(\$	43.70)
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The above resulted in the following Journal Entries:

DR	F0350 WATER RECEIVABLE	\$1,673.60
DR	F2655 SALE OF EQUIP	\$ 10.00
CR	F2148 WATER PENALTIES	\$1,634.77
CR	F2140 WATER METERED	\$ 48.83

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

RESOLUTION NO. 187, 2019 ADOPTED. December 16, 2019

Trustee Mastrodomenico, seconded by Trustee Earl, offered the following resolution for Transfers and Audits:

RESOLUTION NO. 188, 2019

TRANSFERS:

From:		To:		Amount:
A1920.4	Mun. Assoc. Dues	A1210.4	Mayor's Contr.	\$300.00
A3320.4	On Street Parking	A1375.4	Credit Card fees	\$1,000.00
A1620.4	Central Garage	A1640.43	Central Garage phones	\$750.00
A8020.4	Planning	A8010.4	Zoning	\$200.00

General

11/21/2019	Water	\$63,428.40	200994-201020	33406-33411
		<u>\$15,963.37</u>		
		\$79,391.77		
	General			
11/22/2019	Water	\$32,304.59	201021-201022	33412-33413
		<u>\$4,991.98</u>		
		\$37,296.57		
	General			
12/5/2019	Water	\$50,755.52	201023-201035	33421-33427
		<u>\$11,329.99</u>		
		\$62,085.51		
12/16/2019	Water	\$77,272.32	201036-201070	
	LG Watershed (HA)	\$24,447.68		
	Fire Equipment (HD)	\$13,187.50		
	Sewer Improv(HK)	\$2,465.84		
	Lower Amherst(HN)	\$776,336.53		
	EPG (HT)	\$20,830.10		
		<u>\$1,992.00</u>		
		\$916,531.97		

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

RESOLUTION NO. 188, 2019 ADOPTED. December 16, 2019

Mayor Blais gave an update about the summit recently held with Town of Lake George officials for the purpose of reviewing the shared services. He said it went well. He commented that he thinks the issue of moving the whole operation for parking tickets collections to the Village Hall has been resolved by adding more hours for the parking ticket clerk. There is no space at Village Hall for an office for this. Also, he has requested that the Town sidewalk plow be used to plow a few of the Village sidewalks that are basically within the route that the Town plow uses already in return for the Village's taking care of the Diamond Point Water Station on weekends. It would be very helpful for us if they could do this, and they have agreed.

Mayor Blais reminded the Board about the upcoming change of meeting dates due to holidays as follows:

- January 13, 2020 at 6:30 p.m. Regular Village Board Meeting
- February 10, 2020 at 6:30 p.m. Regular Village Board Meeting

Mayor Blais informed the Board that a reception in honor of John Strong is scheduled for December 17, 2019 at 5:00 p.m. at the Holiday Inn.

Town of Lake George staff get the day after Christmas off as a holiday, and Mayor Blais suggested that Village staff get it as well.

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

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RESOLUTION NO. 189, 2019

BE IT RESOLVED that the Board of Trustees of the Village of Lake George hereby declares December 26, 2019 as a holiday and a day off for Village staff.

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

MOTION PASSED.

RESOLUTION NO. 189, 2019 ADOPTED. December 16, 2019

Mayor Blais reported that Americade staff have contacted him in regards to getting approval to hold their Block Party on Beach Road again this year. He noted that some businesses were not happy with loss of business due to this last year. He has an alternate plan that he would like to discuss at a future meeting. He would like to hold a special meeting and invite Americade staff and those businesses in the area that are affected.

Mayor Blais went back to the proposal from MRB and asked for the Board's decision.

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

RESOLUTION NO. 190, 2019

WHEREAS, the Village Board would like to hire a consultant to develop a business plan for the Lake George Forum;

BE IT RESOLVED that the Board of Trustees of the Village of Lake George hereby authorizes Mayor Blais to sign a contract with MRB Group for their services as proposed at a total cost of \$15,000. with the Village share to be \$7,500. and the Town of Lake George also agreeing to pay \$7,500.

BE IT FURTHER RESOLVED that the funds for this are eligible to be taken from Occupancy Tax funding.

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

MOTION PASSED.

RESOLUTION NO. 190, 2019 ADOPTED. December 16, 2019

Waste Water Treatment Plant Operator Tim Shudt submitted a proposal from AllMax, a software company. He requested permission to purchase their software for the two computers, as it is needed for data management at the plant, and it includes an interface with the SCADA system. This is part of the capital project, contingency account and is considered a field change order.

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

RESOLUTION NO. 191, 2019

BE IT RESOLVED that the Board of Trustees of the Village of Lake George hereby authorizes Mayor Blais to sign a contract with AllMax Software to purchase their software and technical support as proposed in the amount of \$10,050.

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

MOTION PASSED.

RESOLUTION NO. 191, 2019 ADOPTED. December 16, 2019

Mayor Blais asked for any other business. He began by reporting that there was a complaint that the Chief's wife was driving the Chief's vehicle. Trustee Earl spoke to the Chief, and that issue has been resolved.

Trustee Earl noted that the article in the Post Star about the sidewalk plowing was inaccurate in that they said that the Town's plow would go in front of the high school. Mayor Blais confirmed that they would not be plowing in that area.

Trustee Perry commended Superintendent Lanfear on a job well done with the last couple of snow storms.

Gina Mintzer, Director of the Chamber, thanked the Village staff for all of their help with the Christkindlmarkt event held at the Wood Park.

Council person Muratori asked questions about the plan for the design of the Village's south end project. Mayor Blais noted that the lights in our design match the Village's lights and will not have the light shining out the top. She made several other comments about topics on the agenda as well, one being a complaint about one of the vendors at Americade. Mayor Blais assured her that the vendor was asked to remove their signage. Ms. Muratori asked whether the Christmas tree project could be done again this year. Mayor Blais and Superintendent Lanfear both agreed that no, it would not be done again as it did not work very well. She asked about the IMA for the Zoning Director, and Mayor Blais commented that there will be a future meeting for further discussion.

There was a motion by Trustee Perry to adjourn at 7:28 p.m.

Respectfully submitted,

Debra J. McKinney, CPPB
Village Clerk