

Minutes of the Special Meeting of the Board of Trustees of the Village of Lake George, NY, held on Monday, May 4, 2020 at 11:00 a.m. This meeting was held during the COVID-19 virus outbreak and public attendance was prohibited. The public was allowed access via Zoom teleconferencing which was publicized on the Village's web site.

MEMBERS PRESENT: Robert M. Blais, Mayor
John Earl, Deputy Mayor
Joseph Mastrodomenico, Trustee
John Root, Trustee
Ray Perry, Trustee (signed on a couple of minutes late)

Also present were: Clerk Debra McKinney, Superintendent Keith Lanfear, Michael Goot (Journalist), Thom Randall (Journalist), Mike and Maria Congel, Dan Barusch (Director of Planning & Zoning) and Greg Teresi.

At 11:02 a.m. Mayor Blais opened the meeting and presented the minutes from the Annual Organizational Meeting and Special Meeting & Budget Hearings held on Monday, April 6, 2020. Trustee Root made a motion, seconded by Trustee Earl, carried by a majority to approve both sets of minutes for April 6, 2020.

VOTING **Ayes: 4** **Blais, Earl, Mastrodomenico, Root**
 Nays: 0
 Abstain: 1 **Perry**
 MOTION PASSED

Monthly reports from the Sanitation Department, Director of Planning & Zoning and Code Enforcement, Fire Department, Caldwell Sewer District, and Superintendent of Public Works were presented and made available for inspection.

As a result of Board adoption of the 2020-2021 budget, Treasurer Danae Bock requested review and approval of the Tax Warrant for the June 1, 2020 – May 31, 2021 Village taxes. Mayor Blais reviewed the details and noted that the new tax rate will be \$6.43 per thousand dollars of assessed valuation.

Trustee Mastrodomenico made a motion, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 32, 2020

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, 2020 to May 31, 2021 with a tax rate of \$6.430 per thousand dollars of assessed valuation:

| | |
|--|-----------------------|
| For General Fund | \$1,483,376.68 |
| For Delinquent Water Rents | 54,533.54 |
| For Delinquent Water Penalties & Other Charges | 6,881.54 |
| For six Special Assessment District Properties | <u>29,180.00</u> |
| Total Real Property Taxes & Other Charges | \$1,573,971.76 |

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

RESOLUTION NO. 32, 2020 ADOPTED. May 4, 2020

Mayor Blais acknowledged that the audit report for the period ending May 31, 2018 came back from Bonadio & Company, LLP. There are some recommendations in the report that we basically knew were coming, and we plan to meet in the next week or so to review those. We will report back to the Board with an implementation plan. He noted that there were not any major problems with our accounting practices or figures presented to them.

Mayor Blais reported that after several meetings with Americade organizers and local officials, the June dates for the event have been postponed until July 21st through the 25th. Mr. Dutcher requested use of the Beach Road parking lot as well as Wood Park and the County parking lot at a reduced rate. Mayor Blais commented that the Beach Road lot would need to be blocked off for a period of ten days in July, which he figured would be a loss of about \$16,000. in revenue. He does not feel that the fees, especially for July, should be reduced. The County agreed to reduce the fees for use of their locations. Mayor Blais noted that the event is being planned on a much smaller scale this year. He remarked that he has received several comments from people noting their displeasure in the change in dates. Mayor Blais reported that Mr. Dutcher has decided that if the fees can't be reduced for Beach Road lot, then he will not be using it.

Mayor Blais informed the Board that WWTP Operator Tim Shudt had submitted a request for an additional \$2,000. salary increase in the 20/21 budget above the normal department head raise, but he never received the request when he was working on the budget. Tim requested the additional salary because of the work he does on the Town's collection system and because he is on call 24 hours a day. In light of the recent virus outbreak, Mayor Blais noted that Mr. Shudt withdrew his request, but Mayor Blais wanted the Board to address it anyways. Trustee Earl asked if his workload had increased. Mayor Blais commented that Mr. Shudt feels that he is on call 24/7. The Board's general consensus was that although he is certainly deserving of it, they appreciate his willingness to be flexible and in light of the virus and budget constraints, they would like to keep it in mind for next year's budget. Trustee Earl made a motion, seconded by Trustee Root, unanimously carried to table the request for a later date.

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

MOTION PASSED

Mayor Blais noted that he and Superintendent Lanfear have discussed the Village benches, and as you will notice they have not been put out. Mayor Blais pointed out that the benches would encourage people to congregate which is not advised. It would also be difficult to keep the benches disinfected. He stated that it is their intention to hold off on putting out the benches until the orders from the Governor in regard to the virus change for us. Trustee Root suggested if people want to bring their camp chairs and sit maybe that would work.

Mayor Blais remarked that in regards to our public restrooms he has been working through the Conference of Mayors to see how others are dealing with the opening of the restrooms. He informed the Board that other municipalities are also not opening their restrooms. Superintendent Lanfear pointed out that we do have a few permanent benches out in the Park.

Mayor Blais reported that the resolution for the Cable Franchise with Charter Communications needs to be revised because Attorney Fuller recommended a term of seven years as opposed to 15 years, and the contract has been revised to reflect that. Resolution No. 251 adopted on March 16, 2020 will be rescinded and a revised resolution follows.

Trustee Earl made a motion, seconded by Trustee Perry offered the following resolution:

RESOLUTION NO. 33, 2020

WHEREAS in the matter of renewal of the Cable Television Franchise in the Village of Lake George, Warren County, an application has been duly made to the Board of the Village of Lake George, County of Warren, New York, by SPECTRUM NORTHEAST, LLC, locally known as Charter Communications, a partnership organized under the laws of the State of New York doing business at 20 Century Hill Drive, Latham, NY 12110, and holder of a cable television franchise in the Village of Lake George for the approval of an agreement to renew the cable television franchise for an additional seven (7) years. The Franchise Renewal Agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings.

WHEREAS a Public Hearing was held in the Village of Lake George on March 16, 2020 at 6:30 p.m. and notice of the hearing was published in the Post Star on February 24, 2020.

NOW, THEREFORE BE IT RESOLVED, the Board of the Village of Lake George finds that:

1. Charter Communications has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and
2. The quality of the Charter Communications service, including signal quality, response to customer complaints and billing practices has been in light of community needs; and
3. Charter Communications has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
4. Charter Communications can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

BE IT FURTHER RESOLVED that the Board of the Village of Lake George hereby renews the cable television franchise in the Village of Lake George for a term of seven (7) years commencing on the date of approval by the Public Service Commission.

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

RESOLUTION NO. 33, 2020 ADOPTED May 4, 2020

Mayor Blais informed the Board that he has tried to contact Gary Venum from the Lake George American Legion in regards to the Memorial Day Parade, but he hasn't gotten an answer on it yet. He noted that he suspects that it will be cancelled, but there has been some talk about rescheduling the parade for Flag Day.

Mayor Blais noted that he has interviewed a few people for Meter Enforcement positions. There

will be no Peace Officers this year. The ones that he has spoken to are experienced and already are certified Security Officers. He recommended that their rate of pay be \$14.00 an hour. The following list of returning and new seasonal employees was considered:

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

RESOLUTION NO. 34, 2020

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

| Name | Date of | | Title | Seasonal | PT/FT | June 1, 2020 | |
|------------------|---------|---------|-------------------|----------|-------|--------------|----------|
| | Hire | Dept. | | | | Y/N | Pay rate |
| Brian Murphy | 5/18/20 | A3320.1 | Meter Enforcement | Y | FT | \$ | 14.00 |
| Bruce Van Eerde | 5/18/20 | A3320.1 | Meter Enforcement | Y | FT | \$ | 14.00 |
| Travis Winkleman | 5/18/20 | A3320.1 | Meter Enforcement | Y | FT | \$ | 14.00 |
| Chris Weis | 5/18/20 | A5110.1 | DPW | Y | FT | \$ | 13.00 |

Returning:

| | | | | | | | |
|------------------|-----------|----------|-------------------|---|----|----|-------|
| Anthony Costanzo | 5/18/20 | A3320.1 | Meter Enforcement | Y | PT | \$ | 14.00 |
| Tyler Novak | 5/18/20 | A3320.1 | Meter Enforcement | Y | PT | \$ | 14.00 |
| Robert Gunther | 4/7/20 | A5110.1 | DPW | Y | FT | \$ | 14.50 |
| Kristine Lufkin | 5/18/20 | A1110.1 | Parking Clerk | Y | PT | \$ | 12.25 |
| David Goodsell | 5/18/2020 | A7110.11 | Wood Park | Y | FT | \$ | 13.00 |
| Evan Moulton | 5/18/2020 | A5110.1 | DPW | Y | PT | \$ | 13.00 |
| Emily Manion | 5/18/2020 | A8510.1 | Beautification | Y | PT | \$ | 13.25 |
| Sue Wilkes | 5/18/2020 | A8510.1 | Beautification | Y | PT | \$ | 13.75 |
| Tom Jeene | 5/18/2020 | A8510.1 | Beautification | Y | PT | \$ | 13.75 |

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

RESOLUTION NO. 34, 2020 ADOPTED May 4, 2020

Mayor Blais gave an update on the Turf Management agreement for Wood Park, which the Board had previously approved back in March. At the County's request, Superintendent Lanfear has solicited for other quotes, but only one other vendor quoted, the rest were not interested. The second quote received is not for the same work that has been proposed. Mayor Blais noted that we are negotiating with Turf Management to reduce the price and eliminate some of the services in view of trying to cut back on the work. He noted that there probably will not be as many people using Wood Park as usual. Mayor Blais noted that the churches may be asking to use Wood Park for their services, and the School is also asking for a place to hold their commencement ceremony, possibly Shepard Park, too. Mayor Blais is highly recommending that they use Wood Park as it will be much more convenient and the best location. He suggested reduced rates for both of these organizations, and just enough in fees to cover the cost of our employees. It was suggested that a protocol be set up for these types of uses with an application, which Mayor Blais noted we do have an application in place already.

Mayor Blais brought up the question of allowing window service in the Village. Mike Congel recently approached him about the possibility of opening up a window service at Café Vero. He noted that the Governor is probably going to allow the restaurants to open, but that the seating capacity may be reduced, which would infringe upon their receipts. Mayor Blais explained that years ago there were many establishments that served out of windows. Many people said that it made the Village look like a “honky tonk” and it created a big problem with litter on the streets. The windows were then prohibited, but there are two grandfathered businesses left with windows. Mike and Maria Congel along with the Board and Dan Barusch continued with the discussion bringing up several different points including: offset of loss because of reduced capacity; cost of installation could be substantial; temporary versus a permanent allowance; enforcement of social distancing as customers line up on the streets; increased rubbish; restricted menus; take out only versus order and wait service; staffing issues and with masks, gloves and additional need for disinfecting; the goal to remain a viable business in today’s environment; length of time to enact a local law and set in place guidelines for Planning Board decisions; the fact that there may be several businesses in the Village that will apply to have window service; parking; allow for year-round business only; local law versus temporary executive order; online/phone ordering possibilities; Department of Health requirements; may need a Warren County permit; and among other considerations as well.

With the Board’s permission Mayor Blais agreed to follow up with Attorney Fuller to see what our options would be and what the shortest way to streamline this may be. Mayor Blais commented that he is not in favor of a permanent change to our law; he noted that many years ago, it was not favorable and very difficult to change. Originally it was our intention to cancel the Regular Village Board meeting scheduled for May 18th and possibly the year end meeting as well, but we will advertise and schedule a meeting for May 18th to report on the findings. Trustee Perry offered his assistance with the guidelines.

Mayor Blais reported that long-time DPW employee Roger Johnson has submitted a letter of resignation. He will be retiring effective the end of May. The Board accepted his retirement notification and wished him well.

Trustee Earl made a motion, seconded by Trustee Perry, offered the following resolution for Water Changes:

RESOLUTION NO. 35, 2020

APRIL 2020 WATER CHANGES

| | |
|---|--------------------|
| APRIL PENALTIES | \$ 1,108.28 |
| MAY & JUNE PENALTIES | \$ 1,568.32 |
| RELEVY FEES | \$ 1,700.00 |
| | |
| VILLAGE UNPAID WATER RENT RELEVY | \$61,415.08 |
| | |
| FINAL READS: | |
| S Rothbort # 755 | \$ 33.59 |
| Georges Rest #3939 | \$ 59.44 |
| Federal Mort # 377 | \$ 59.41 |
| E Smith # 109 | \$ 59.41 |

The above resulted in the following Journal Entries:

| | | |
|----|--------------------------|------------|
| DR | F0350 WATER RECEIVABLE | \$4,588.45 |
| | CR F2140 WATER METERED | \$ 211.85 |
| | CR F2148 WATER PENALTIES | \$4,376.60 |

| | | |
|----|---------------------------|-------------|
| DR | F0380 ACCOUNTS RECEIVABLE | \$61,415.08 |
| | CR F0350 WATER RECEIVABLE | \$61,415.08 |

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

RESOLUTION NO. 35, 2020 ADOPTED. May 4, 2020

The Board preapproved the May 18 transfers and audits, but then decided they will probably have another meeting this month.

Trustee Earl made a motion, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 36, 2020

WHEREAS, in light of the recent virus outbreak, the Village Board may not be having a Regular Meeting in May, but the Village needs to make transfers and audits for the regular audit date of May 18, 2020,

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George, NY hereby authorizes Treasurer Danae Bock to pay the monthly bills and make the necessary transfers.

BE IT FURTHER RESOLVED, that the Village Board will be notified of the exact transfers and audits and will complete the authorization via an email approval.

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

RESOLUTION NO. 36, 2020 ADOPTED. May 4, 2020

Mayor Blais asked the Board to take a look around the Village businesses to see how a service window would work for each one. He will follow up and get in touch with Matt Fuller and set up some meetings for further discussion.

Mayor Blais reported that he listens to the Governor's update each day. He surmised that the "Pause" will affect our summer activities and many large events may have to be cancelled. He made up a list of potential losses of revenues and possible cuts in expenditures for the Board to review. He noted that with the uncertainty of the future, he wanted the Board to be aware of the impact on the Village's budget. He reviewed the list item by item. He has already spoken with some of the contract holders, such as the promoter and the fireworks vendor. They are willing to work with us. The weekly fireworks may need to be cancelled, but the 4th of July show may be questionable. He asked for the Board's input on the list. The Board was agreeable with the list, but some were concerned about cutting out streetscape expenses and wanted to make sure that the village image is maintained. The Board agreed that the weekly fireworks may need to be cancelled because it is counter productive in regards to large gatherings. Mayor Blais

clarified and said that the flowers for the 2020 summer season were already budgeted and ordered, so they will not be cut back on at all. He did suggest that possibly next year's flowers can be taken out of the occupancy tax account as an alternative. Trustee Root made a point that the money that was allocated for consultants and appraisers to look into the Forum is something that could be reduced, as it doesn't seem feasible at this time. Mayor Blais noted his concern at an announcement by the NYS Budget Officer's remarks that there will be no new discretionary funds contracts signed by the State. He pointed out that we do not have a contract signed yet for the State funds that were awarded for the WWTP Improvement Project. He is going to follow up on that. Superintendent Lanfear commented that this will be a good exercise to see what we can cut on a daily basis, for example ways to use less fuel and less energy consumption.

Trustee Perry signed off at 12:45 p.m.

Trustee Root offered his time on a volunteer basis if any additional help is needed with the streetscape.

Greg Teresi made some general comments in regards to using the water as a good way to social distance. He asked if there was any consideration for concerts facing the water. He noted that he would encourage the Village to allow the businesses to do anything that will help them to survive. Mr. Teresi inquired as to whether hand sanitizer dispensers could be put up throughout the Village. Lastly, he suggested that some of the restaurants that have access to the docks could maybe make deliveries to the docks and to the boats, which may help the businesses.

Mayor Blais commented that there are speakers on the bandstand facing the lake. He also noted that we looked into purchasing sanitizer dispensers and found them to be \$8,000, which is not within our budget at this time. We also looked into hand washing stations, but they are too expensive as well.

There was a motion by Trustee Mastrodomenico to adjourn at 12:50 p.m.

Respectfully submitted,

Debra J. McKinney, CPPB
Village Clerk
Purchasing Agent