

Minutes of a Annual Organizational, Public Hearing and Budget Hearings of the Board of Trustees of the Village of Lake George, NY, held at the Village Administration Building on Wednesday, April 8, 2026, at 3:00 p.m. Zoom Teleconferencing was also available.

MEMBERS PRESENT: Ray Perry, Mayor
Joe Mastrodomenico, Deputy Mayor
Jose Filomeno, Trustee
Michael Menter, Trustee

MEMBERS ABSENT: Robert Gregor, Trustee

Also present was Clerk Julie Allen, Treasurer Brenda Hutter, and Chief Operator Tim Shudt.

At 3:00 p.m. Mayor Perry opened the Annual Organizational meeting, he asked Trustee Menter to lead the Pledge of Allegiance.

At 3:01 p.m. Mayor Perry opened the Public Hearings for all three Budgets. He left the public hearing open for public comment.

At 3:01 p.m. Mayor Perry opened the Public Hearing for proposed Local Law 1, 2026, Chapter 213-13, Water, Schedule of rates and charges.

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 1, 2026

BE IT RESOLVED, that the Village of Lake George hereby establishes the following as standard workdays for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

TITLE	NAME	Standard Work Day	Term Begins/Ends
Elected Officials			
Mayor	Raymond Perry	7 hours	4/1/2023-3/31/2027
Trustee	Jose Filomeno	6 hours	4/1/2023-3/31/2027
Trustee	Joseph Mastrodomenico	6 hours	4/7/2026-3/31/2029
Trustee	Robert Gregor	6 hours	4/1/2026-3/31/2027
Trustee	Michael Menter	6 hours	4/1/2026-3/31/2029
Appointed Officials			
Clerk	Julie Allen	8 hours	4/1/2026-3/31/2027
Treasurer	Brenda Hutter	8 hours	4/1/2026-3/31/2027

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 1, 2026 ADOPTED

April 8, 2026

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 2, 2026

BE IT RESOLVED, that the regular meeting night for the Board of Trustees of the Village of Lake George, NY will be the third Monday of each month at 4:30 p.m. unless such date

is a legal holiday, in which event the meeting will be rescheduled.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 2, 2026 ADOPTED **April 8, 2026**

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 3, 2026

BE IT RESOLVED, that the official newspaper for the Village of Lake George, NY shall be the Glens Falls Post Star.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 3, 2026 ADOPTED **April 8, 2026**

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 4, 2026

BE IT RESOLVED that the Village of Lake George shall purchase a Commercial Crime Insurance Policy for the positions of Clerk and Treasurer in the amount of \$90,000. and

BE IT FURTHER RESOLVED, that the Village of Lake George shall purchase additional insurance for all other Village employees in the amount of \$20,000. each person.

This insurance shall be renewed with the other Village insurance.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 4, 2026 ADOPTED **April 8, 2026**

Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 5, 2026

BE IT RESOLVED, that TD Bank is and has been designated as a bank of deposit for the Village of Lake George, NY, and use of Loomis, the armored car service may continue if needed, and;

BE IT FURTHER RESOLVED that Adirondack Trust Company located on Canada Street in the Village of Lake George will also be designated as a bank of deposit for the Village of Lake George, NY, and;

BE IT RESOLVED, that Clerk Julie Allen and Treasurer Brenda Hutter are authorized, on behalf of the Village of Lake George, and in its name, to sign checks, receipts, wire transfers for the payment or withdrawal of funds deposited in said accounts or deposited to the credit of the Municipality and the Bank is hereby authorized and directed to honor

2. A regularly scheduled meeting shall be held on the third Monday of every month at 4:30pm unless conflicted by a Federal Holiday.
3. All meetings shall be held at the Village Hall 26 Old Post Road unless otherwise noted.
4. Special Meetings – may be called by the Mayor and/or three members of the Village Board and such notice given to members at least 24 hours in advance by e-mail, phone or media.

B. Minutes

1. Must be taken at every meeting by a member so designated by the Village Board.
2. Minutes must include the date, time, location, those in attendance and a summary of all motions, proposals, resolutions and active votes of each member. It should also contain a brief summary of all discussions. Minutes must also contain a copy of all resolutions or local laws enacted at the meeting. Meetings shall be recorded to ensure accuracy and the tapes transcribed into a draft within four days of the meeting. Minutes shall be retained permanently.

C. Executive Session

1. Shall be held only in accordance with Public Officers Law section 105 (a) – (h)
2. Motion shall be in open session, stating reason. Individuals other than the Members of the Board may be permitted to attend.
3. Votes may be taken on the subject only. No votes may be taken to appropriate public funds.

D. Agenda

1. Shall be prepared by the Village Clerk and made public as reasonably possible. No items may be added to the agenda on the day of the actual meeting.
2. Members of the Village Board may add items to the agenda or remove them.
3. Members of the public, during the public participation section, may speak on an item not on the agenda at the discretion of the Mayor or a majority of the Village Board.

E. Public Participation

1. All members of the public must sign in prior to the meeting on a log provided.
2. The Mayor shall ask for public comments immediately following the reading of correspondence on the agenda.
3. Member of the public will be permitted five (5) minutes to speak unless granted additional time by the Mayor.
4. Members of the public must address the Village Board directly and not other members of the public directly. They may speak only once.

F. Public Hearings

1. Notice of each scheduled public hearing shall be noticed to the public in accordance with municipal law.
2. Hearings shall be held in a facility that is expected to accommodate the anticipated attendance including; Village Hall, Town Hall, L.G.V. Firehouse
3. Rules to conduct regular meetings will apply except: all members of the public will be entitled to speak in accordance with the following:
 - a. Time limits may be set by the Mayor
 - b. No one individual will be able to speak again until everyone else has had an opportunity.
 - c. Speakers must limit their remarks to the public hearing subject at hand.
4. All correspondence including e-mails, etc. relative to the subject shall be entered and/or read into the minutes of the public hearing.

G. Public Information Meetings

Such meetings will be held at the discretion of the Mayor and Village Board whenever deemed necessary. The purpose of these meetings is to distribute information on a particular subject that does not necessarily require a public hearing by law.

1. May be noticed in the media by a press release, on village signage, internet, etc.
2. Agenda may not include public participation but rather limited to charts, diagrams, facts etc. concerning a certain project, decision or matter being considered by the Village Board.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 7, 2026 ADOPTED **April 8, 2026**

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 8, 2026

BE IT RESOLVED, that the policy for permitted absences from regularly scheduled meetings of the Zoning Board of Appeals and the Planning Board be as follows: **four (4) absences per year, or three (3) absences in a row, whichever comes first. Further absences from meetings shall be cause for removal from the board.**

BE IT FURTHER RESOLVED, that Board members are required to attend a minimum of six hours of training each calendar year to receive the Village's stipend. Excess hours may be carried over into another year as credit.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 8, 2026 ADOPTED **April 8, 2026**

Motion by Trustee Filomeno, seconded by Trustee Menter, and unanimously carried, to approve the following yearly appointments and other Committee appointments:

Budget Officer	Mayor Raymond Perry
Deputy Mayor	Trustee Mastrodomenico
Clerk	Julie Allen – exp 4/2027
Deputy Clerk	Brenda Hutter
Treasurer	Brenda Hutter – exp 4/2027
Deputy Treasurer	Julie Allen
Records Management Officer	Julie Allen
Investment Control Officer	Brenda Hutter
Acting Purchasing Agent	Julie Allen
Registrar of Vital Statistics	Julie Allen
Deputy Registrar of Vital Statistics	Brenda Hutter
Sub Deputy Registrar of Vital Statistics	Lori Bott
Village Board Minute Taker	Julie Allen
Incident Response Manager	Julie Allen
Director of Planning & Zoning	Dan Barusch
Village Attorneys	Meyer & Fuller, PLLC
Water Commissioner	Trustee Mastrodomenico
Street Commissioner	Trustee Filomeno
Sanitation Commissioner	Trustee Menter

Fire Commissioner
Parks & Recreation Commissioner
Public Safety (Fire & Safety Officers)
Beautification Commissioner
Trees Commissioner
Buildings Commissioner
Street Lighting
Shared Services
Handicapped Discrimination Officer
ADA Coordinator
Climate Smart Comm. Coordinator
Village Historian
Payroll Clerk & Purchasing Clerk
Records Access Appeals Officer
Chaplin - Emergency Plan

Safety Officer
MBO Officer
Title IV Coordinator
Sexual Harassment Officer
Work Place Violence Prevention Program
Pandemic Response Coordinator
Code Enforcement Officer
Payroll Auditor

Special Committee Representatives:

Adirondack Gateway Council
Adirondack North Country Assoc. Rep.
Adirondack GF Transportation Council
Fire Committee

Go Green Committee
Greater Glens Falls Transit Advisory Comm.
Personnel Committee

Safety Committee

S.A.V.E. Committee
Student Connection
Teen Center
Wood Park O & M Committee

Planning Board (Five-Year Term)

Patricia Dow – Chairman exp. 4/2026- RENEW
Dean Howland – Permanent, exp. 4/2029
Kevin Merry– Permanent, exp. 4/2028
Walt Adams – Permanent, exp. 4/2029
Ryan Clark – Permanent, exp. 4/30
No Alternate at this time

Zoning Board of Appeals (Five-Year Term)

Kieran Murray – Chairman - exp. 4/2028
Jeffrey Blau – Vice- Chairman -exp. 4/2030
Dan Wolfiend, Permanent, exp. 4/2030
John Ferrone, Permanent, exp. 4/2030

4-8-26 ANNUAL & BUDGET

All Trustees & Mayor
Trustee Gregor
Trustee Filomeno
Trustee Gregor
Trustee Gregor
Trustee Menter
Trustee Menter
Mayor Perry
Trustee Gregor
John Helms
Trustee Gregor
Margaret Mannix
Christine Bruno
Atty. J. Lawrence Paltrowitz
Ali Trowbridge
Caldwell Presbyterian Church
Tim Shudt
Tim Shudt
John Helms
Trustee Mastrodomenico
Trustee Mastrodomenico
Mayor Perry
John Rosati
Lori Bott

Mayor Perry
Trustee Mastrodomenico
Mayor Perry
Mayor Perry, Trustee Filomeno, &
Councilperson Nancy Stannard
Trustee Gregor & Lori Bott
Mayor Perry
Mayor Perry, Chris Andrews, John Helms,
Tim Shudt, Jr., & Julie Allen
Mayor Perry, John Helms, Tim Shudt, Julie
Allen, Fire Chief
Mayor Perry
Mayor Perry & Stephanie Todd
Mayor Perry
Mayor Perry & John Helms

Matt Shepanzyk, Permanent, exp. 4/2030
No Alternate at this time

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

MOTION PASSED.

Motion by Trustee Filomeno, seconded by Trustee Menter, unanimously carried, to approve the following paid holidays:

Memorial Day	May 25, 2026	Monday
Juneteenth	June 19, 2026	Friday
Independence Day	July 3, 2026	Friday
Labor Day	September 7, 2026	Monday
Columbus Day	October 12, 2026	Monday
Veteran's Day	November 11, 2026	Wednesday
Thanksgiving	November 26 & 27, 2026	Thursday & Friday
Christmas Day	December 24 & 25, 2024	Thursday & Friday
New Year's Day	December 31 & January 1, 2027	Thursday & Friday
Martin Luther King Day	January 18, 2027	Monday
President's Day	February 15, 2027	Monday
Good Friday	March 26, 2027	Friday
Employee's Birthday	Annually	

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

MOTION PASSED.

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution for annual approval of policies as listed in the handbook:

RESOLUTION NO. 9, 2026

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George, New York hereby agrees to adopt the following policies as listed in the handbook:

- **Workplace Violence Prevention Program**
- **Harassment Policy Procedures**
- **Internet and Acceptable Use Policy**
- **Cyber Incident Response Policy**

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 9, 2026 ADOPTED

April 8, 2026

After review of the Investment Policy, Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 10, 2026

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George, New York hereby agrees to adopt a written investment policy as follows:

The Chief Fiscal Officer (Treasurer, Brenda Hutter) will be designated by the Village Board to be the person to make investment transactions with all Village funds.

Types of investments will be in the form of Certificates of Deposits, Time Deposit Accounts (Money Market Accounts), and municipal cooperative agreements (NYCLASS).

Certificates of Deposit may be purchased from the TD Bank, N.A., Arrow Bank, or Adirondack Trust Company.

Time Deposit Accounts (Money Market Accounts) may be purchased from TD Bank, Arrow Bank, or Adirondack Trust Company.

The Treasurer will establish and maintain a system of controls including a record of descriptions and amounts of investment transaction dates, interest rates, maturities, etc.

The record of investments will identify the fund, date of disposition, and interest amount realized.

Competitive quotes from the authorized banks will be sought for each investment.

Sufficient pledged securities (Over \$100,000.) or an irrevocable eligible "Letter of Credit" may be used for collateralization, will be kept on file, and reviewed semi-annually.

Primary consideration will be given to ensure that investments will mature when cash is required to finance operations.

VOTING	Ayes: 4	Perry, Filomeno, Mastrodomenico, Menter
	Nays: 0	
	Absent: 1	Gregor

RESOLUTION NO. 10, 2026 ADOPTED

April 8, 2026

The Board reviewed the Procurement Policy for the Village of Lake George.

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 11, 2026

WHEREAS, The Board of Trustees of the Village of Lake George considers first the interests of the municipality and the betterment of its government, and strives to endeavor to obtain the greatest value for every dollar expended,

BE IT RESOLVED that the following Procurement Policy is hereby adopted.

- 1. The purchasing agent, Julie Allen, shall be responsible for developing and administering the purchasing program of the municipality.**
- 2. The purchasing procedures employed shall comply with all applicable laws and regulations of the State and /or Village Law. Also, the Village of Lake George adopted**

Local Law No. 2 adding Chapter 44 Procurement on April 20, 2015 which authorized Best Value purchases. Section 103 of New York General Municipal Law was amended to allow the Village to award purchase contracts which would otherwise be subject to the “lowest bidder” rule on a basis of “best value”, as defined in Section 163 of the NYS Finance Law, to a responsive and responsible bidder or offeror in the best interests of the Village.

3. The purchasing agent shall procure supplies and equipment, as needed, at the best possible prices and maintain adequate records to show that this was done.
4. Purchase contracts for materials, equipment and supplies involving an estimated annual expenditure of over \$ 20,000. and public works contracts involving over \$35,000. shall be awarded only after public advertising soliciting formal bids (Section 103 of the General Municipal Law). The purchasing agent may be authorized to open and record bids.
5. After consultation with appropriate Village officers or employees, when necessary, the purchasing agent shall present the bids received, other relevant documents and his/her recommendation for awarding of the contract to the Village Board for consideration.
6. Opportunity shall be provided to all responsible suppliers to do business with the municipality. To this end, the purchasing agent shall develop and maintain lists of potential bidders for the various types of materials, equipment and supplies. Such lists shall be used in the development of a mailing list for distribution of specifications and invitations to bid. Any supplier may be included in the list upon request.
7. When soliciting bids, a statement of “General Conditions” shall be included with all specifications submitted to supplier. These general conditions shall be incorporated in all contracts awarded for the purchase of materials, equipment and supplies.
8. All contracts which require public advertising and competitive bidding shall be awarded as provided by law and the rules and regulations of the Village Board. Recommendations for awarding contracts shall be submitted by the appropriate officer and/or employee.
9. Where formal bidding procedures are not required by law and/or Village, procurement procedures shall be followed pursuant to General Municipal Law, Section 104-b outlined below.
10. Purchases shall be made through available State contracts of the Office of General Services, Division of Purchasing, under County Government contracts pursuant to Section 408-a of the County law, or through a cooperative whenever such purchases are in the best interest of the municipality. The Village, may, when permitted by law and applicable contract terms, utilize contracts let by the United States of America, any agency thereof, any state or any other county or political subdivision therein, or any national cooperative if such contract was let in a manner that constitutes competitive bidding consistent with NYS law and made available for use by the Village.
11. The purchasing agent shall issue purchase orders after first determining that unencumbered balances of budgetary appropriations are adequate to cover such obligations.

12. Supplies used by various officers and departments should be uniform whenever consistent with operations goals and in the interest of efficiency or economy. The department head must justify the need for a special type of item; the purchasing agent must evaluate the request for special supplies or services which only one vendor may supply.
13. No official or employee shall be interested financially in any contract entered into by the municipality. This also precludes acceptance of gratuities, financial or otherwise, by the above persons, from any supplier of materials or services to the municipality.

BE IT FURTHER RESOLVED that the Procurement and Control Procedures pursuant to Section 104-b of the General Municipal Law shall be as follows:

I. AUTHORITY.

The Village of Lake George Procurement Policy is authorized under the Manual of Purchasing Management Policies, Organizations and Procedures to make purchases and sales of all materials, supplies and equipment in direct authority from the Village Board, subject to the provisions of the General Municipal Law.

The Purchasing Agent Julie Allen or Purchasing Clerk Christine Bruno or their authorized agents are the only people with authority to purchase for the Village.

II. PURPOSE

The purpose of this procurement policy is to centralize all purchases of supplies, materials and equipment necessary to operate the Village of Lake George in a sound, professional and businesslike manner.

III. PURCHASING PROCEDURES

A. A written requisition signed by the appropriate departmental authority must be completed with the following information.

1. Complete description of product or service requested, including (if available):

- (a) Brand name of item or service
- (b) Catalog or serial number
- (c) Color or other distinguishing features
- (d) Quantity desired
- (e) Suggested vendors
- (f) Price quotes if required

B. Lead Time

1. A lead-time of 30-45 days should be allowed for commodities and services. This allows the Purchasing Agent ample time to compare prices, solicit bids and quotes, and to receive products from vendors.
2. Equipment such as motor vehicles, specialized items, etc. may take 120-180 days for delivery.

IV. PROCESSING OF PURCHASE ORDER

- A. Requisition is received from department head**
- B. Purchasing Agent compares prices and makes recommendations.**
- C. Purchasing Agent checks if funds are available.**
- D. Purchase order is cut.**

- E. Order is sent to vendor.
- F. Copy kept in Purchasing Department

V. RECEIVING OF GOODS AND PAYMENT

- A. After merchandise or service is received, the following takes place:
 - 1. Receiver acknowledges that the goods are received and in good condition and signs the receiving slip.
 - 2. Purchasing Agent matches all paperwork (requisition, copy of purchase order, voucher and receiving slip) and then submits the audit to the Village Board for approval for payment.
 - 3. The Village Board submits audit to the treasurer for payment. Checks will be issued in a timely manner, then prepared to be distributed.

VI. RECEIVING OF EQUIPMENT FOR FIXED ASSETS/INVENTORY

- A. Any piece of equipment with a value of \$25,000.00 or more must be tagged and filed as a fixed asset. Any piece of equipment less than \$25,000. should be put on an inventory list.

VII. EMERGENCY PURCHASES

- A. The definition of an emergency, as it pertains to the Village of Lake George, is “where the situation is such that it impairs or jeopardizes the health, welfare, or economy of the residents of the Village of Lake George.”
- B. Any “emergency” should be cleared by the proper supervisory personnel.
- C. If a real emergency does exist, the following steps shall be taken:
 - 1. Notify the Purchasing Agent immediately
 - 2. An authorized purchase order number will be given to the vendor
 - 3. Within five (5) days all invoices, paperwork, etc. shall be submitted to the Purchasing Agent, including the reason and documentation of the emergency.
- D. Where it appears that the Purchasing Agent cannot be notified (holidays, weekends, etc.), the purchase may be made, but notification within the five (5) day period shall still be adhered to.
- E. **A VILLAGE EMERGENCY CAN ONLY BE DECLARED BY THE MAYOR AND/OR TRUSTEES OF THE VILLAGE BOARD.**

VIII. BLANKET MONTHLY PURCHASE ORDERS

- A. Blanket purchase orders will be issued for those day-to-day requirements for small repair or replacement items.
- B. Those items normally used in day-to-day operations include: hardware, plumbing supplies, electrical supplies and automotive parts.
- C. Vendor limit is \$ 200.00 per allocation number. If, during the month, the allocation number goes over \$ 200.00, a requisition must be submitted to the Purchasing Agent.
- D. **EQUIPMENT IS NOT TO BE PURCHASED ON A BLANKET PURCHASE ORDER.**

IX. BIDDING REQUIREMENTS

- A. The Village of Lake George is required, under General Municipal Law, Section 103, to bid those items of like or similar nature, where it is reasonably anticipated that the aggregate (total) amount of such items will exceed the amount set by the NYS Office of the State Comptroller.**
- B. The Village of Lake George is also required to bid Public Works Contracts, that is, contracts that include material and labor. The ceiling amount to be determined by the NYS Office of the State Comptroller.**

X. PROCEDURES FOR BIDDING

- A. Detailed specifications for the commodity or equipment should accompany the bid request.**
- B. The Purchasing Agent will arrange for the legal notice to be printed in the official newspaper of the Village. The Mayor and/or Purchasing Agent will establish a date for the opening and reading of the bids.**
- C. Awarding of the bid will take place after consultation and researching the bids to make sure that bidders have complied with the specifications, and that the General Municipal Law has been adhered to.**
- D. The Village has the right to accept or reject any or all bids.**

XI. PROCEDURES FOR THE PURCHASE OF COMMODITIES, EQUIPMENT, OR GOODS.

DOLLAR LIMIT	PROCEDURE
\$ 2,000. - \$ 3,499.	Documented telephone quotes from at least 3 separate vendors (if available)
\$ 3,500. - \$ 5,999.	Formal written/fax quotes from at least 3 separate vendors (if available)
\$ 6,000. - \$19,999.	Formal written/fax quotes or written request for proposals from at least 3 separate vendors (if available)
\$20,000. – and up	Sealed bids in conformance with Municipal Law Section 103

XII. PROCEDURES FOR PUBLIC WORKS PROJECTS/CONTRACTS

\$ 1,500. - \$ 3,999.	Verbal quotations, documented
\$ 4,000. - \$ 8,999.	Written/fax quotes from at least 2 separate vendors (if available)
\$ 9,000. - \$ 19,999.	Formal written/fax quotes or written request for proposals from at least 3 separate vendors (if available)

\$20,000. - \$34,999.

Formal written/fax quotes or written request for proposals attempted from 4 vendors with at least 3 responses from separate vendors

\$35,000. and Up

Formal sealed bids in conformance with Municipal Law, Section 103

IN ALL CIRCUMSTANCES, WHENEVER OTHER THAN THE LOWEST QUOTE IS AWARDED, THERE MUST BE WRITTEN DOCUMENTATION OF THE REASON FOR THE AWARD.

XIII. EXCEPTIONS TO POLICY

A. EMERGENCY

An emergency exists wherein the delay caused by soliciting quotes would endanger the health, welfare, or property of the municipality, or more importantly the individual taxpayer, then the procurement of goods or services will be at the discretion of the proper department head with documentation as to the nature of the emergency and shall be sent to the Purchasing Department within five (5) working days of such procurement.

B. OTHER EXCEPTIONS TO PURCHASING SYSTEM

There are certain expenditures for which the processing of a purchase order is unnecessary as per the Office of the State Comptroller's Financial Management Guide.

- 1. Contracts for personal services. Any encumbering should be on the basis of written contracts.**
- 2. Employee expenses such as conference expenses, mileage and other reimbursable expenses in performance of day-to-day duties.**
- 3. Reimbursement of petty cash funds.**
- 4. Utility bills.**
- 5. Service contracts for a fixed monthly or annual amount.**
- 6. Interdepartmental charges.**
- 7. Medical examinations.**
- 8. Postage costs.**

XIV. SURPLUS

Surplus items will be reported to Purchasing. The Purchasing Agent will dispose of miscellaneous general items as well as motor vehicles and office equipment designated as obsolete, unusable, surplus and/or scrap materials, and no longer useful to the Village or due to be replaced. Broken and unusable items may be discarded and removed from the inventory list. Any surplus items of value will be presented to the Board for approval to hold sale or place in auction, and sell to the highest bidder as long as a reasonable price is offered.

VOTING

Ayes: 4

Perry, Filomeno, Mastrodomenico, Menter

Nays: 0

Absent: 1

Gregor

RESOLUTION NO. 11, 2026 ADOPTED

April 8, 2026

The Board reviewed the Approval of Claims for the Village of Lake George. Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 12, 2026

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, health insurance invoices, debt service payments, revolving monthly accounts, postage, freight and express charges: and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS, the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, health insurance invoices, debt service payments, revolving monthly accounts, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Trustees disallows and that this resolution is effective immediately.

VOTING Ayes: 4 Perry, Filomeno, Mastrodomenico, Menter
Nays: 0
Absent: 1 Gregor

RESOLUTION NO. 12, 2026 ADOPTED April 8, 2026

At 3:08 p.m. Mayor Perry returned to the Budget Hearings. He asked for public comment to which there was none.

At 3:08 p.m. Mayor Perry closed the three Budget Hearings for the Village of Lake George.

Trustee Mastrodomenico, seconded by Trustee Filomeno, approved unanimously, to adopt the proposed 2026-2027 General Fund Budget as presented.

RESOLUTION NO. 13, 2026

BE IT RESOLVED, the Board of Trustees of the Village of Lake George, NY, hereby adopts the General Fund Budget for the fiscal year June 1, 2026 through May 31, 2028 as follows:

General Fund Appropriations	\$7,326,742.
Less General Fund Revenues	\$5,364,150.
Less Unexpended Balance	\$ 600,000.
Amount to be raised by Taxes	\$1,312,592.

TAX RATE \$5.06 PER THOUSAND.

VOTING Ayes: 4 Perry, Filomeno, Mastrodomenico, Menter
Nays: 0
Absent: 1 Gregor

RESOLUTION NO. 13, 2026 ADOPTED April 8, 2026

Trustee Filomeno, seconded by Trustee Mastrodomenico, approved unanimously, to adopt the proposed 2026-2027 General Fund Budget as presented.

RESOLUTION NO. 14, 2026

BE IT RESOLVED, that the Village Board hereby adopts the Water Fund budget for the fiscal year June 1, 2026 through May 31, 2027 as follows:

Water Fund Appropriations	\$1,268,801.
Less Water Fund Revenues	\$1,268,801.
Less Unexpended Balance	\$ 0.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 14, 2026 ADOPTED

April 8, 2026

Trustee Filomeno, seconded by Trustee Menter, approved unanimously, to adopt the proposed 2026-2027 Special Assessment District Fund Budget as presented.

RESOLUTION NO. 15, 2026

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George, NY, hereby establishes the Special Assessment District Fund for the purpose of collecting taxes from the property owners in the Special Assessment District, and for making payments on the principal and interest on the bond for the Special Assessment District improvements, and

BE IT FURTHER RESOLVED that the Village Board adopts the following budget for the Special Assessment District Fund for the fiscal year June 1, 2026 to May 31, 2027 as follows:

Special Assessment District Fund Appropriations	\$20,000.
Less Special Assessment District Fund Revenues	<u>\$ 3,443.</u>
Amount to be raised by taxes	\$23,443.

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 15, 2026 ADOPTED

April 8, 2026

At 3:10 p.m. Mayor Perry closed the Public Hearing for Proposed Local Law 1, 2026. He asked if there were any comments, to which nobody responded, and then closed Proposed Local Law 1, 2026, Chapter 213-13, Water, Schedule of rates and charges.

Motion by Trustee Mastrodomenico, seconded by Trustee Menter, carried unanimously, to adopt proposed Local Law No.1, 2026, amending Chapter 213-13, Water, Schedule of rates and charges.

Motion by Trustee Mastrodomenico, seconded by Trustee, carried unanimously to make a Negative Declaration on SEQR, stating that there was no significant adverse impact on the Village of Lake George in adoption of Proposed Local Law No.1, 2026 amending Chapter 213-13, Water, Schedule of rates and charges, of the Code of the Village of Lake George.

RESOLUTION NO. 16, 2026

VILLAGE OF LAKE GEORGE
COUNTY OF WARREN, STATE OF NEW YORK
Local Law No. 1 of 2026
CHAPTER 213-13, WATER, SCHEDULE OF RATES AND CHARGES

Local Law No. 1, 2026

Be it enacted by the Board of Trustees of the Village of Lake George (“Village”), County of Warren, State of New York (“State”) as follows:

§ 213-4. New service.

- A. **Tap charges.** Upon approval of the application, the following taps can be made. [~~rates will apply.~~] Tap charges shall be due and payable at the time of the application. Tap charges shall be as follows posted on the fee schedule. [Amended 1-10-2005 by L.L. No. 3-2005; 10-17-2005 by L.L. No. 11-2005; 1-8-2007 by L.L. No. 3-2007; 8-15-2022 by L.L. No. 5-2022]
- (1) **Three-fourths-inch inside diameter:** [~~\$750,~~] which includes corporation stop, curb stop and curb box with rod.
 - (2) **One-inch diameter:** [~~\$1,270,~~] which includes corporation stop, curb stop and curb box with rod.
 - (3) **One-and-one-half-inch diameter:** [~~\$1,700,~~] which includes corporation stop, curb stop and curb box with rod.
 - (4) **Two-inch diameter:** [~~\$2,200,~~] which includes corporation stop, curb stop and curb box with rod.
 - (5) **Above two-inch:** a privilege charge of [~~\$100-only~~] will be imposed. The meter and all parts and labor shall be supplied by property owner in accord with § 213-13.
 - (6) **A one-time charge for a water meter** will be added at the time of installation at the current cost. In addition, meter installation costs will be added if installation was accomplished by the Village of Lake George.

§ 213-6. Discontinuance of service.

- A. **Water service may be discontinued for any of the following reasons:**
- (1) **Use of water other than represented in application.**
 - (2) **Willful waste of water through improper or imperfect pipes.**
 - (3) **Interfering with any service pipe, seal, meter, curb box, curb stop or any other appliance of the Village.**
 - (4) **Nonpayment of bills for water or services rendered by the Village.**
 - (5) **Cross-connecting the Village service pipe with any other source of supply or with any apparatus which may endanger the quality of the Village water supply.**

(6) Refusal of reasonable access to the property for the purposes of inspecting fixtures or piping.

B. Before service so discontinued shall be restored, the consumer shall pay the fee set forth in the fee schedule ~~[a minimum of \$100 for the turn-on charge]~~ or the actual cost to the Village of restoring service, whichever is greater, in advance of the work performed and sign an application for service, if he has not already done so. In addition to the above, the consumer may be required to pay water rent up to one year in advance before restoration of service shall be considered.

§ 213-11. Payment for services.

A. All water bills are payable to the Clerk-Treasurer at the Village Administration Building.

B. Change of occupancy. Until the Village is notified in writing by a property owner that premises has been vacant and that the water is to be turned off or that the title has been transferred, the owner as per Village records shall be responsible for all unpaid bills.

C. All water rents shall be billed to the owners of the real property, and the owners shall be liable for the same. Payments must be made in full for all tenants, and no individual tenants shall be billed.

D. Fees for new customers become payable at the time of application. [Added 1-10-2005 by L.L. No. 3-2005]

~~[E]~~ ~~[Water deposits for new applications become payable at the time of deposit. The fee for residential deposits shall be \$50, and the fee for commercial deposits shall be \$100].~~

~~E.~~ ~~[F.]~~ No refund for overpayments and/or erroneous billings shall be granted by the Village of Lake George without written application for such refund stating the justification therefor, which application must be received by the Village of Lake George within one year of the applicable billing date provided for under § 213-13.

§ 213-12. Penalties for offenses. [Amended 11-17-2008 by L.L. No. 11-2008]

Any person, plumber, caretaker, owner or tenant in possession of the property violating these rules and regulations is guilty of a violation and shall be punished by a fine not to exceed \$250 plus restitution. Each offense thereafter shall be the same. Each day of violation constitutes a separate offense.

A. Any property owner who has been notified that its meter is not working must have the meter repaired prior to the next billing period. If a meter is not repaired within said time frame a penalty ~~[of \$100]~~ will be added to each estimated bill until the meter is repaired. See fee schedule for fees.

B. Any property owner who has been notified that its meter must be converted to a radio-read meter must have the meter converted prior to the next billing period. If the meter is not converted within said time frame a penalty ~~[of \$50]~~ will be added to each bill until the meter is converted. See fee schedule for fees.

§ 213-13. Schedule of rates and charges.

[Amended 1-25-1993 by L.L. No. 1-1993; 5-17-1993 by L.L. No. 3-1993; 3-21-1994 by L.L. No. 4-1994; 10-28-1996 by L.L. No. 5-1996; 2-3-1997 by L.L. No. 1-1997; 8-18-2003 by L.L. No. 10-2003; 8-16-2004 by L.L. No. 16-2004; 1-10-2005 by L.L. No. 3-2005; 10-17-2005 by L.L. No. 11-2005; 3-19-2007 by L.L. No. 8-2007; 4-7-2008 by L.L. No. 4-2008; 4-8-2009 by L.L. No. 3-2009; 12-21-2009 by L.L. No. 15-2009; 6-20-2016 by L.L. No. 3-2016; 6-19-2017 by L.L. No. 9-2017; 5-21-2018 by L.L. No. 5-2018; 8-15-2022 by L.L. No. 5-2022; 5-20-2024 by L.L. No. 3-2024]

A. Charges.

- (1) The charges for water shall be established and revised from time to time by the Village Board of Trustees. ~~[The charges as of August 1, 2024, shall be as follows:]~~ See fee schedule for fees.

[Type of Use	Rate
Inside the corporate limits of the Village of Lake George	\$6.09 per 1,000 gallons per calendar quarter up to 50,000 gallons and \$6.74 per 1,000 gallons over 50,000 gallons
Outside the Village, in the Town of Lake George	\$7.35 per 1,000 gallons per calendar quarter up to 50,000 gallons and \$8 per 1,000 gallons over 50,000 gallons

- ~~(2) Based on the above rates, the minimum quarterly water charge for inside the Village of Lake George customers shall be \$67.74. If there is no use for inside the Village of Lake George customers, the minimum quarterly water charge shall be \$36.45.~~

- ~~(3) Based on the above rates, the minimum quarterly water charge shall be \$80.01 for outside the Village water customers in the Town of Lake George.]~~

- ~~(2)~~ (4) Water bills. The water bills for all consumers are billed and payable on May 1, August 1, November 1, and February 1 unless the Village Board of Trustees declares an emergency exists which would cause the billing dates to be delayed. After June 1 for the May billing, after September 1 for the August billing, after December 1 for the November billing, and after March 1 for the February billing, a penalty ~~[of 1 1/2%]~~ shall be assessed, unless the Village Board of Trustees has declared an emergency exists, which would cause the penalty dates to be delayed accordingly. After July 1 for the May billing, after October 1 for the August billing, January 1 for the November billing, and April 1 for the February billing, an additional penalty ~~[of 1 1/2%]~~ monthly shall be assessed for each month the bill remains unpaid. All water bills and other charges for service within the corporate limits of the Village of Lake George not paid on or before March shall be relayed to the Village tax roll after that date. All outside the Village consumers not paid on or before October 1 shall be relayed on the Town tax roll after that date. Each unpaid water bill that is relayed on the Village tax roll or Town tax roll will be charged an additional penalty ~~[of \$25]~~ to cover the administrative cost incurred to levy the unpaid water bill. See fee schedule for penalties
- ~~(3)~~ ~~(5)~~ Senior citizen discount.

- (a) All single-family residences receiving water service from the Village of

Lake George shall be entitled to discounts on their water bills if qualified under the following criteria:

- [1] Must be a single-family residence with no income derived from the property.
 - [2] Must be a year-round resident.
 - [3] Property must be occupied by no more than two individuals, both of whom are 65 years of age or older and at least one must be the property owner and have applied for discount on an approved application at the Village Hall.
- (b) Discounts will be given in accordance with the following table with 20% the minimum and 50% the maximum:
- [1] Twenty percent: all qualified residents regardless of income.
 - [2] All qualified persons who receive a senior citizen exemption on their real property tax are hereby entitled to an additional percentage discount of their water bill based on their annual income as follows:

Discount	Annual Income
5%	\$16,801 to \$17,700
10%	\$15,901 to \$16,800
15%	\$14,901 to \$15,900
20%	\$13,901 to \$14,900
25%	\$12,901 to \$13,900
30%	\$12,900 or less

B. Hydrant use charges shall be as follows:

- (1) ~~[\$200 minimum,] Fee, set in fee schedule, to be paid in advance. Water shall be metered and billed at a rate set forth in the Village fee schedule. §-213-13A.~~

C. Capital projects charges for meters, frost plates, and M25 chamber replacement will be set in the fee schedule: shall be as follows:

- ~~(1) Five eighths inch water meters[: \$350].~~
- ~~(2) Three fourths inch water meters[: \$435].~~
- ~~(3) One inch water meters [: \$855].~~
- ~~(4) Two inch water meters [: \$1,000].~~
- ~~(5) Five eighths inch frost plates: \$35.~~
- ~~(6) M25 chamber replacement: \$50.~~

§ 213-15. Meters.

- A. All water used on any premises or for any purpose whatever shall be metered. No bypass or connection, including but not limited to bleeders, shall be made or maintained unless covered by a meter. Only meters which have been furnished or approved by the Village shall be installed. The Village Water Department shall determine the type and size of meter in each instance.
- B. The meter(s) shall be installed within the building to be served as close as practical to the point where the service pipe enters the building by an outside wall and shall be set with the inlet and outlet in a horizontal line, with the register on top, and shall be located so as to be readily accessible at all times for reading, inspection and repair. Stop valves shall be provided on both inlet and outlet sides of the meter.
- C. In the event of a discrepancy between the water consumption as indicated by the remote reading device and the water consumption as measured by the water meter, the water consumption as measured by the water meter shall be controlling.
- D. Outside meter pits may be installed in special cases, on written approval of the Village Water Department. Such meter pits must be installed in accordance with Village specifications and at the expense of the property owner.
- E. Provision shall be made to prevent hot water from entering the meter. No tee or other fitting through which water may be drawn shall be used or placed between the main and the meter. The Superintendent or agent may, at any reasonable time, enter upon the premises for the purpose of inspecting pipes or reading or checking the water meter and shall discontinue the supply of water when the customer has failed to comply with Water Department rules and regulations or for nonpayment of water bills.
- F. All meters will be tested before being set. Meters furnished by other parties will not be recognized unless they have been first tested by the Water Department and a special permit has been given.
- G. If the meter is not placed in an accessible place, the water supply will be turned off by the Water Department and will be turned on at the owner's expense when the meter is reset in an accessible position. There shall be no tampering with water meters or breaking meter seals with the intent to slow, stop or alter the reading of a water meter.
- H. At the request of a consumer, the Water Department will test the meter supplying the property of said consumer. If the meter, on test, is found to be registering over 3% more water than actually passes through it, no charge will be made for the test; otherwise, a charge to be set in the fee schedule [~~of \$25~~] will be imposed.

This chapter shall take effect upon filing in the office of the Secretary of the State of New York State or as otherwise provided by law.

Explanation: New material is underlined. Deleted Material is in ~~[brackets]~~

VOTING Ayes: 4 Perry, Filomeno, Mastrodomenico, Menter
 Nays: 0

Absent: 1 Gregor

RESOLUTION NO. 16, 2026 ADOPTED

April 8, 2026

Approval of new Hires- Code Enforcement & Planning & Zoning Clerk

Trustee Filomeno, seconded by Trustee Menter, offered the following resolution:

RESOLUTION NO. 17, 2026

BE IT RESOLVED, that the Board of Trustees approves hiring of the following employees:

- **Stephanie Todd, Planning & Zoning Clerk, Events Coordinator, Full-time, permanent, \$21/hour, start date 03/15/2026**
- **John C. Rosati, Enforcement Officer, Part-time, permanent, \$22/hour, start date 03/17/2026**

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 17, 2026 ADOPTED

April 8, 2026

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

RESOLUTION NO. 18, 2026

APRIL 2026

			246085 -	41344 -
4/2/2026	General - Payroll	\$97,798.97	246096	41349
	Water - Payroll	\$14,545.27		
		<u>\$112,344.24</u>		
 			246097 -	
4/8/2026	General	\$6,757.56	246099	
	Water	\$285.00		
		<u>\$7,042.56</u>		

**CK# 41348 - VOID for Payroll
 (04/02/26)
 CK# 7481 - VOID for Payroll
 (04/02/26)**

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 18, 2026 ADOPTED

April 8, 2026

Mayor Perry presented the newly elected Fire Department Officers for consideration.

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

RESOLUTION NO. 19, 2025

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George hereby appoints the following list of newly elected fire officers for the 2026-2027 year;

Approve:

Chief – Matt Oswald

1st Chief – John Coccozza-Hill

2nd Asst Chief – Tom Williams

In addition, these department officers were acknowledged to their respective positions:

Acknowledge:

Captain – Nick Benjamin

1st Lieutenant – Ryan Russell

2nd Lieutenant – Caleb White

President – Doni Smith

Vice President – Tom McKinney

Secretary – John Lee

Treasurer -

Board of Directors- Hugh Sullivan, Mac MacDonald, Robert Evans

VOTING Ayes: 4 Perry, Filomeno, Mastrodomenico, Menter

Nays: 0

Absent: 1

Gregor

RESOLUTION NO. 19, 2026 ADOPTED

April 8, 2026

Mayor Perry presented the Board with the updated schedule of fees for approval.

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

RESOLUTION NO. 20, 2026

BE IT RSOLVED the Board of Trustees of the Village of Lake George hereby approves the following Schedule of Fees that are maintained pursuant to Chapter 100 of the Village Code.

Village of Lake George Municipal Fee Schedule	
Description	2026 Fee Schedule
Parking	
Chapter 95 Boat Parking	
Boats Moored at Village Docks Parking	\$5.00 per hour
Commercial boat use without valid receipt	\$100.00
Overtime docking	\$50.00
Over twenty-hour maximum	\$100.00
Mooring during prohibited hours	\$100.00
Rafting of boats	\$100.00
Banned boat order or failure to comply with any order of Mayor under this chapter	\$500.00 per day, or up to five days in jail, or both
All such fines unpaid within 15 days of issue shall double in penalty.	
Chapter 208-25 Vehicle Parking	
Metered parking	\$2.00 per hour

Chapter 208-43 Vehicle and Traffic Parking Violations	
Overtime parking	\$40.00
Restricted parking	\$75.00
Wrong-way parking	\$40.00
Bus stop/taxi stand	\$40.00
Sidewalk/crosswalk	\$75.00
Double parking	\$75.00
Blocked traffic/driveway	\$100.00
Fire hydrant	\$100.00
Fire lane	\$100.00
Snow removal	\$250.00
Handicapped parking	\$250.00
Business Licenses	
Chapter 135 Licenses and Permits	
In Village Business Licenses	
Bar	\$100.00
Entertainment	\$50.00
Full-service restaurant with seating	\$100.00
Inside seating less than 10, not full service	\$175.00
Sidewalk Café	\$125.00
Window Service	\$250.00
Window Service, seating capacity 10+	\$175.00
Accommodations	\$125.00
Amusements Center, Golf Course, Arcade (10+)	\$125.00
Boardinghouse 1 *see zoning	
Boardinghouse 2 *see zoning	\$125.00
Entertainment Center	\$125.00
Entertainment Center	\$125.00
Miscellaneous and other	\$75.00
Parking lot, commercial	\$75.00
Retail Store	\$100.00
Recreation Uses, outdoor	\$125.00
Short-Term Rentals *see zoning	
Vending Machine within 20 feet of public right-of-way	\$100.00
Out of Village Business Licenses	
Contractor	\$100.00
Permits	
Chapters 135 and 182	
In Village Permits	
Vendor Permits	\$50.00
Distribution Permit	\$100.00
Street Performers (Chapter 182)	\$75.00
Specials Event Fees	
Shepard Park without alcohol (stage, electricity, bathrooms)	
October 1 – May 15	\$250.00 per day
May 16 – September 30	\$500.00 per day
Wedding Ceremony only (stage use, under 20 guests)	\$100 per day
Shepard Park with alcohol waiver (stage, electricity, bathrooms)	
October 1 – May 15	\$500.00 per day
May 16 – September 30	\$1,000.00 per day
Blais Park	
With electricity	\$100.00 per day

Without electricity	\$50.00 per day
Wood Park – See wood park application	
Public Docks 6 public docks in total with 2 sides per dock	
September – May	\$100.00 per side per day
June – August	\$200.00 per side per day
Electricity	\$50 per side per day
Village Hall Downstairs meeting room	\$25.00 per day
Firehouse meeting room	\$50.00 per day
With kitchen	\$100.00 per day
Parades/5Ks (Road closures are separate)	Starting at \$250.00
Tents	
10' x 10'	\$50.00
10' x 20'	\$100.00
Beach Road Parking Lot	\$2,000.00 per day
Road Closures	
Canada Street (Route 9) *must contact NYS DOT for permit*	\$1,500 per day
All (4) lanes on Beach Road	\$1,500 per day
Two lanes (Southbound) on Beach Road	\$750.00 per day
Two lanes (Northbound / Lakeside) on Beach Road	\$750.00 per day
All other Village backstreets	\$500.00 per day
Parking Meter reservation	
Steet meters	\$50.00 per space per day
Municipal parking lots	\$70.00 per space per day
Overnight parking on streets an additional	\$50.00 per space per night
Rec Center	
Village & Town Residents	
For Special Events (e.g. weekend tournaments)	\$150.00 + location price + maintenance fee
For One Day Use (e.g. one day tournament)	\$50.00 + location price + maintenance fee
Practice Facility Use	\$25.00 + location price + maintenance fee
Concession Stand Use	\$50.00 per day
Maintenance Fee	\$50.00
Wedding Ceremony	\$75.00
Softball Fields Location Price per field	\$50.00
Soccer Fields Location Price per field	\$50.00
Football Fields Location Price per field	\$50.00
Lean Area Location Price	\$50.00
Dog Park Location Price	\$50.00
Non-Residents	
For Special Events (e.g. weekend tournaments)	\$350.00 + location price + maintenance fee
For One Day Use (e.g. one day tournament)	\$120.00 + location price + maintenance fee
Practice Facility Use	\$100.00 + location price + maintenance fee
Concession Stand Use	\$75.00 per day
Maintenance Fee	\$100.00
Wedding Ceremony	\$100.00
Softball Fields Location Price per field	\$75.00
Soccer Fields Location Price per field	\$75.00
Football Fields Location Price per field	\$75.00

Lean Area Location Price	\$75.00
Dog Park Location Price	\$75.00
Additional Event fees to be assessed as needed by the Board	
Hawking, Peddling, and Auctions	
Chapter 157 – Peddling and soliciting	
Auction License	\$10.00 per day
Other Licensing	\$5.00 per day
Penalties	
1 st offense	\$500.00
2 nd offense	\$1,000.00
Sewer	
Chapter 166 – Sewer Connection Fees	
Sewer Connection Residential	\$250.00
Sewer Connection Commercial	\$350.00
Water	
Chapter 213 – Water	
New service tap connections include corporation stop, curb stop and curb box with rod	
3/4 inch inside diameter tap	\$750.00
1/2 inch inside diameter tap	\$1,270.00
1 1/2 inch inside diameter tap	\$1,700.00
2 inches inside diameter tap	\$2,200.00
Above 2 inches tap privilege charge only	\$100.00
New meters	
5/8 inch	\$350.00
3/4 inch	\$435.00
1 inch	\$855.00
5/8 Frost Plate	\$35.00
M25 Chamber replacement	\$50.00
Reconnection after discontinued service	\$100.00 minimum
Non-working meter, notification sent	\$100.00 in addition to estimated water usage
Non converted fee, added to bill	\$50.00
Monthly penalty for non-payment	10% of metered water
Relevy fee per tax map number	\$100.00
Hydrant use	\$200.00 + metered usage
Meter testing fee	\$100.00
Excavation fee all materials and labor owners responsibly	\$100.00
Village metered water rates	
No use for the quarter	\$42.50
Less than 8,000 gallons for the quarter	\$78.98
Over 8,000 gallons per 1,000 gallons plus base	\$7.11
Greater than 45,000 gallons per 1,000 gallons	\$7.85
Town metered water rates	
Less than 8,000 gallons for the quarter	\$102.67
Over 8,000 gallons per 1,000 gallons plus base	\$9.24
Greater than 45,000 gallons per 1,000 gallons	\$10.21
Planning and Zoning	
Chapter 220 - Zoning	
Permits	
Accessory Structure Permit	\$50.00
Banner Permit	
Durning season	\$100.00 for 30 days

Off season	\$50.00
Boarding house 1 permit	\$100.00
Boarding house 2 Permit	\$125.00
Demolition Permit	\$50.00
Electric Vehicle Charging Station Permit	\$50.00
Excavation Permit	\$100.00
Fence Permit	\$50.00
Floodplain Development Permit	\$100.00
Grease Trap Permit	\$100.00
Short Term Residential Rental Permit	\$150.00
Sidewalk Café Application	\$125.00
Sidewalk Display Application	\$25.00
Sign Permit Application	\$100.00
Small Project Permit Residential	\$50.00
Small Project Permit Commercial	\$100.00
Temporary Sign Permit	\$100.00
Tent permit per week	\$100.00
Unified Solar Permit	\$50.00
Variances	
After-the-fact Area, Sign, or Use	\$500.00
Interpretation or Determination Appeal	\$100.00
Area and Sign Variances	
Residential	\$100.00
Commercial or multi-family	\$250.00
Use Variances	\$250.00
Subdivisions and Lot Adjustments	
Minor subdivisions, up to 4 lots	\$100.00
Major subdivisions, 5 lots and up	\$250 + \$50.00 per lot
Lot line adjustment	\$50.00
Code Enforcement	
Ch. 137 Littering: Garbage and Refuse	\$250.00
Ch. 158 Property Maintenance	
1 st offense	\$500.00
2 nd offense	\$1,000.00
3 rd offense	\$2,500.00
Ch. 170 Skating, Skateboarding, Coasting and Sliding	
1 st offense	\$100.00
2 nd offense and after	\$200.00
FOIL Requests and Copies	
Copies	\$0.25 per page
FOIL Requests with paper copies	\$0.25 per page
FOIL Requests with electronic copies	\$0.00
FOIL Requests with USB flash drive copies (Requester must supply a new unopened flash drive)	\$0.00

VOTING **Ayes: 4** **Perry, Filomeno, Mastrodomenico, Menter**
 Nays: 0
 Absent: 1 **Gregor**

RESOLUTION NO. 20, 2026 ADOPTED

April 8, 2026

Mayor Perry told the Board that the Director of Planning and Zoning had started working on the Comprehensive plan and that Beth Gilles was looking into possible grants that would fund the work.

Mayor Perry motioned, carried unanimously, for a Special Board Meeting for April 16, 2026 at 9:00 a.m. to go over some requested change orders for Shepard Park.

At 3:22 p.m. Trustee Filomeno made a motion to adjourn the meeting.

Respectfully submitted,

Julie K. Allen
Village Clerk