

**A Regular Meeting of the Town Board of Long Lake, Hamilton County, New York was held May 29, 2024, at the Long Lake Town Hall at 07:08 PM and called to order with the Pledge of Allegiance to the Flag of the United States of America by Supervisor Arsenault. Fourteen people attended.**

**Roll Call: Members present:** Clay J. Arsenault Supervisor  
Mark A. Bird Councilman  
Thomas L. Donnelly Councilman  
Richard Dechene Councilman  
Nathan S. Hosley Councilman

Also in attendance: Town Attorney, Carl Ferrentino, Confidential Secretary to the Supervisor, Matthew Newby, and First Deputy Town Clerk, Amber Wamback.

There was a quorum to conduct the business of the Long Lake Town Board.

**BOARD APPROVALS**

**Motion** by Councilman Dechene, seconded by Councilman Donnelly to accept the Regular Meeting minutes for April 24, 2024.

**Adopted:** Clay J. Arsenault Aye  
Mark A. Bird Aye  
Thomas L. Donnelly Aye  
Richard B. Dechene Aye  
Nathan S. Hosley Aye

**Motion** by Councilman Bird, seconded by Councilman Hosley to pay encumbrances as listed on Abstract # 5 of 2024.

**Adopted:** Clay J. Arsenault Aye  
Mark A. Bird Aye  
Thomas L. Donnelly Aye  
Richard B. Dechene Aye  
Nathan S. Hosley Aye

**Bills as listed on abstract 4**

General Fund #A 0389 – A 0472	in the amount of	\$119,369.50
Highway Fund #D 079 – D 098	in the amount of	15,556.97
Water District 1 #SW1 064- SW1 076	in the amount of	2,455.19
Water District 2 #SW2 099 - SW2 120	in the amount of	14,150.74

## **SUPERVISOR'S REPORT**

Expenditure and Revenue Reports were in the Board's packets for review.

Shaw Brook Project- Paula Bagley of the USDA NRCS spoke with Matt Newby and said the next step of the Brook rehabilitation is having their Archeologist visit the site for a Cultural Resource Survey. Lenny Croote of Hamilton County Soil and Water, Councilman Donnelly, Paul Wilson, Matthew Newby, and Supervisor Arsenault went to visit the site at the beginning of May. Councilman Donnelly suggested to bid out the job of removing, grinding, and disposing of the large piles of trees. Once the cultural resource survey is done and Mr. Croote completes his project plan, a bid packet will be drawn up.

Jennings Park Pond- After months of research and legal counsel, the Town Board has determined that Mr. Carrothers is the fee title owner of Pine Island, the causeway and half of Middle Island. Mr. Carrothers has presented a written offer for the Town to purchase some of the property containing the failed causeway at \$160,000. The Board plans to work out a solution based on the offer and will have a finalized deal worked out as soon as possible.

DANC and CHA will be meeting with the Supervisor and his staff on June 6<sup>th</sup> to discuss the reconstruction project of Jennings Park Pond.

Rescue Squad- The Long Lake Rescue Squad has moved to the Long Lake Fire Department on South Hill, the old building will be used as storage for the Long Lake Fire District.

APA Permits- The Town has received two permit notifications from the APA. The first permit is for Fishing Brook Bridge, the State will be finishing up the project and removing the temporary bridge landing and fix the Brook. The second permit is a Notice of Major Project for the new NYSEG substation in Raquette Lake. NYSEG will be moving their substation across the road onto a portion of property that was owned by George Moore. The notice said that the APA is formally reviewing the project now that the application has been found to be complete.

Town Sole Assessor has included in the Board's packets a grievance day report.

## **NEW BUSINESS**

### **Resolution Number 30 of 2024**

### **Resolution for Negative SEQRA Declaration for Proposed Local Law #1 of 2024 Town of Long Lake Revised Battery Energy Storage System Law**

**WHEREAS** the Town Board of the Town of Long Lake has conducted a public hearing concerning the enactment of Town of Long Lake Battery Energy Storage System Law as proposed Local Law No. 1 of 2024; and,

**WHEREAS** The Town has completed review of the Proposed Local Law under the New York State Environmental Quality Review Act, using a Short Environmental Assessment Form under the applicable standards of SEQRA 6 NYCRR §617.6; and,

**WHEREAS** the Town Board had classified the action as an unlisted action; and,

**WHEREAS** the Town Board reviewed all the information and documentation developed for the action to enact the Local Law, including but not limited to the Negative Declaration, Determination of Non-Significance dated, as well as comments received from agencies, staff, and the public; and,

**WHEREAS** the Town Board has followed and complied with the applicable standards of the New York State Environmental Quality Review Act, SEQRA 6 NYCRR §617.6 and completed Part I EAF and Part II EAF.

**NOW THEREFORE, BE IT RESOLVED THAT:** The Town Board of Long Lake, acting as lead agency, based on the record before it, including the general, specific, and detailed knowledge by the Board of the Enactment and of the community, hereby makes the following determinations:

1. The findings and conclusions relating to the probable environmental impacts and contained within the Negative Declaration are hereby adopted and incorporated by reference.
2. The Supervisor, Clay J. Arsenault, as Town Supervisor of the Town of Long Lake or such person's successor in office is directed and authorized to file the Negative Declaration in accordance with applicable provisions of the law.
3. That Part I EAF and Part II EAF forms be forever attached to a certified copy of this resolution and held in the Office of the Town Clerk.
4. The project will not result in any significant adverse environmental impacts.
5. The requirements of SEQRA have been satisfied.

**Motion** by Councilman Donnelly, seconded by Councilman Hosley to approve Resolution # 30 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 31 of 2024**  
**Resolution to Adopt Local Law #1 of 2024,**  
**Town of Long Lake Revised Battery Energy Storage System Law**

**WHEREAS** the Town Board of the Town of Long Lake finds it in the best interests of the Town of Long Lake to enact Local Law Number 1 of 2024, Town of Long Lake Revised Battery Energy Storage System Law, in that such enactment will enable the Town to review, condition, or deny permits for the construction and operation and require the creation of a decommissioning fund for such installations within the Town of Long Lake; and

**WHEREAS** all the legal prerequisites for the enactment of such Local Law have been duly and timely completed, including notice to the public and the holding of public hearing, and the issuance by the Town Board of a negative declaration pursuant SEQRA;

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. Local Law Number 1 of 2024, entitled "Town of Long Lake Revised Battery Energy Storage System Law" is hereby enacted.
2. That a copy of Local Law Number 1 of 2024, as enacted at this meeting, be forever attached to a certified copy of this resolution, and held in the Office of the Town Clerk.

**Motion** by Councilman Bird, seconded by Councilman Hosley to adopt Local Law #1 of 2024, Town of Long Lake Revised Battery Energy Storage System Law

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 32 of 2024**

**Resolution to Accept the Retirement of Parks, Recreation, and Tourism Clerk, Cindy Black**

**WHEREAS** Cindy Black has served as the Clerk to the Department of Parks, Recreation, and Tourism for the Town of Long Lake since the 3<sup>rd</sup> day of January 2005; and

**WHEREAS** Ms. Black has served the Town faithfully, scheduling Senior Bus trips, teaching various classes for Parks and Recreation events, acting as dispatcher for the New Year’s Eve bus each year, and beautifully decorating the Town for holidays and seasons as well as her clerical duties; and

**WHEREAS** Cindy Black presented the Town Supervisor with her notice of retirement effective the 30<sup>th</sup> day of April, 2025, giving her 20 years of service to the Town;

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. The Town Board accepts the retirement of Cindy Black, effective the 30<sup>th</sup> day of April 2025.
2. Upon said day, grants Cindy Black the full scope of retirement benefits offered by the Town as outlined in the policies of the Employee Handbook due to the length of her employment with the Town, as required by those same policies.
3. That a copy of the letter of notice of retirement presented to the Town Supervisor by Cindy Black be forever attached to a certified copy of this resolution and held in the records of the Town Clerk’s Office.

**Motion** by Councilman Dechene, seconded by Councilman Bird to accept Resolution # 32 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 33 of 2024**

**Resolution to Approve the 2023 Annual Water Quality Reports (AWQR) for Both Long Lake and Raquette Lake Water Districts**

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Approves the 2023 Annual Water Quality Reports for both Long Lake and Raquette Lake Water Districts.
2. Authorizes Keith Austin, Town Water Superintendent, to certify and submit the two reports to the Department of Health, and to send an official copy of the respective AWQR to every water customer in each district.
3. That a copy of each AWQR presented to the Town Board at this meeting be forever attached to a certified copy of this resolution and held in the records of the Town Clerk’s Office.

**Motion** by Councilman Donnelly, seconded by Councilman Hosley to approve Resolution # 33 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 34 of 2024**

**Resolution to Approve Update Wage Rates for Seasonal Lifeguard Staff for the 2024 Summer Session**

**WHEREAS** Parks, Recreation, and Tourism Director, Alex Roalsvig, has identified an issue with our Seasonal Lifeguard Wage rates according to the current Grade and Step Scale for Seasonal Employees is not competitive with surrounding municipalities for the same position; and

**WHEREAS** The Town Beach is an important asset to the Town’s economy, public health, recreation, character, and aesthetic; and

**WHEREAS** according to the Seasonal Grade and Step approved in the 2024 Town Budget, Seasonal Lifeguards employed by the Town of Long Lake are offered \$19.62-23.52/hour, and Waterfront Managers and Water Safety Instructors being offered \$20.60-24.91/hour;

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Is increasing the 2024 hourly rate for Seasonal Lifeguards. The range will be from \$21.56 to \$23.01 depending on experience, to be determined by the Director of Parks, Recreation, and Tourism.
2. Is increasing the 2024 hourly rate for the Waterfront Manager and Water Safety Instructors. These positions will be paid an additional one dollar (\$1) an hour above the Seasonal Lifeguard rate.

**Motion** by Councilman Donnelly, seconded by Councilman Bird to approve Resolution # 34 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 35 of 2024**

**Resolution to Forbid Employees, Elected, and Appointed Officials, and Volunteers from having Personal Pets on Town Property or in Town Vehicles During Work Hours**

**WHEREAS** Town Employees have been bringing their personal pets to work, and having them in Town owned vehicles and equipment; and

**WHEREAS** Constituents have voiced concerns over this practice; and

**WHEREAS** the Town municipal insurance provider, NYMIR, has stated that we cannot cover these pets and are liable for their actions;

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Hereby forbids any Town Employee, Elected Official, or Appointed Official from having Personal Pets on Town Property or in Town Vehicles during Work Hours.

**Motion** by Councilman Bird, seconded by Councilman Donnelly to adopt Resolution # 35 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 36 of 2024**

**Resolution to Approve Craig Wamback to Pursue Type C Water License**

**WHEREAS** Town Water Superintendent Keith Austin has requested that the Town allow Craig Wamback to pursue his Type C water license so that he can be of more assistance with Water Department work; and

**WHEREAS** Mr. Wamback is currently employed by the Town; and

**WHEREAS** the Town Supervisor is confident that Craig can do well as a Type C Water Operator in assisting the Water Department with miscellaneous tasks that require this license.

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Approves Craig Wamback to pursue Type C Water Licensing and authorizes the Town Water Superintendent Keith Austin to arrange the training and testing.
2. Upon Issuance of this license, Craig Wamback will retain his title of Maintenance Laborer in the General Fund, Grade 5. His time assisting the Water Department will be considered Shared Services, and not charged directly to Water unless the number of hours working for the Water Department consistently surpasses 20% of his time each week for more than 20 weeks consecutively.

**Motion** by Councilman Donnelly, seconded by Councilman Bird to approve Resolution # 36 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 37 of 2024,**

**Resolution to Accept a Quote for Water Transmission Line Parts for Rice Road Project**

**WHEREAS** Town Water Superintendent Keith Austin has come up with a plan to replace all new services on Rice Road, install a new lateral line to Manning Way, and install 4 new hydrants while

removing 2 current hydrants all to be completed this year so that highway can rebuild the road next year; and

**WHEREAS** Mr. Austin has been able to get two quotes for the parts that will be required; and

**WHEREAS** he has presented those two quotes, one from Ferguson Waterworks for \$40,019.86 and one from Core & Main for \$36,974.54; and

**WHEREAS** Keith Austin has also written a request for the Town Board to choose the higher of the two quotes from Ferguson Waterworks, as he is much more confident in the higher priced vendor to be able to reliably supply both the quoted deliverables and provide superior customer service;

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Hereby approves the purchase of Rice Road water project supplies from Ferguson Water Works for the quoted price of \$40,019.86.

**Motion** by Councilman Hosley, seconded by Councilman Dechene to accept Resolution # 37 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 38 of 2024**

**Resolution to Adopt an Updated Town Bus Usage Policy**

**WHEREAS** the Town of Long Lake purchased a new Town Bus in 2023; and,

**WHEREAS** the Town Bus policy had not been updated or reviewed since 2018 and needed to be updated to accommodate changing situations and bus dimensions; and,

**WHEREAS** Confidential Secretary Matt Newby has worked with Department Heads, current bus drivers, NYMIR, and Town Attorney Carl Ferrentino to craft a new and comprehensive Town Bus Usage Policy, the first draft proposal of which was presented to the Town Board at the June 2023 regular Town Board Meeting.

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Hereby adopts the Draft Town Bus Usage Policy presented to the Town Board at this meeting as the Official Town of Long Lake Town Bus Usage Policy.
2. A copy of said Draft Town Bus Usage Policy be attached to a certified copy of this resolution and forever held in the Town Clerk’s Office.

**Motion** by Councilman Dechene, seconded by Councilman Donnelly to adopt Resolution #38 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye



**Resolution Number 39 of 2024**

**Resolution to Purchase Real Property Adjacent to Mt. Sabattis Recreation Area**

**WHEREAS** the Town Board has been presented with a Purchase Contract for parcel 25.016-4-10, a 1-acre lot, being offered to the Town (buyer) by Russell and Patricia Bengtson (sellers) for the price of \$15,000, said parcel being located adjacent to the Town of Long Lake Mt. Sabattis Recreation Area; and

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD OF THE TOWN OF LONG LAKE,**

1. Hereby authorizes the Town Supervisor to execute the purchase contract with Russell and Patricia Bengtson to purchase the property identified by tax map no. 25.016-4-10 for the sum of \$15,000.
2. That upon closing, the new parcel will be surveyed by Town Surveyor John Demming, said survey to be held in the office of the Town Sole Assessor.
3. That the new parcel will be held for administrative use by Town officials and employees only with the future potential of use by the water department and/or to be added to the Town's recreation lands.

**Motion** by Councilman Donnelly, seconded by Councilman Hosley to approve Resolution #39 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 40 of 2024**

**Resolution to Hold a Public Hearing on a Proposed Concession and Lease Agreement with Helms Aero Service**

**WHEREAS** there has been a long-established sea plane base operated by Helms Aero Service at 1250 Main Street, Long Lake on two parcels owned by Helms Realty, Inc (with tax parcel I.D.s of 25.016-1-14 and 25.016-1-9); and,

**WHEREAS** there has been a change in ownership and operation of the Aero Service on account of the passing of Thomas John Helms Senior in June of 2022 who operated the Helms Aero Service; and

**WHEREAS** the Town has had discussions with Thomas J. Helms, Jr. the representative and president of the successor Helms Aero Service concerning the continuation of the Long Laker Sea Plane Airport located near the Town Beach on main Street in the hamlet of Long Lake; and,

**WHEREAS** the Town Board wishes to duly re-establish the necessary agreements and awards of concession and leased property to have a safely operating sea plane facility within the hamlet of Long Lake; and,

**WHEREAS** the matters concerning establishment of airports is subject to New York Municipal Law Article 14.

**NOW, THEREFORE, BE IT RESOLVED BY TOWN BOARD OF THE TOWN OF LONG LAKE THAT:**



1. That a public hearing on the matter of a use agreement and concession for the continuation of the Long Lake Sea Plane Aero Port to be held on Wednesday June 26 at 7: 00 P.M. at the Long Lake Town Hall.
2. A public hearing notice pursuant to Section 352 of the General Municipal Law be published in the Town Official newspaper, posted upon the Town’s website, and posted by the Town Clerk’s Office at the usual posting places.
3. That the president of Helms Aero Service be invited to present to the Town Board the intended use of Sea plane Aero Port, discuss the status and strictures of Federal Aviation Administration safety regulations with respect to such aero port and the company’s commitment to the Town for an exclusive use license for a portion of the Town Beach property at 1258 Main Street with Tax Id: 25.016-1-7 and such other matters as the company wishes to make known to the Town Board.

**Motion** by Councilman Bird, seconded by Councilman Donnelly to approve Resolution #40 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution 41 of 2024**

**A Resolution to Approve the New York State Local Retirement System Record of Activity for Town Supervisor Clay J. Arsenault, Councilman Richard Dechene, Councilman Nathan Hosley, Councilman Mark Bird, Town Physician Russell Rider, and Confidential Secretary Matt Newby**

**WHEREAS** Town Officials and Employees not using the Town’s payroll time tracking system must keep a Record of Activity (heretofore “ROA”)for three months to be approved by the Town Board and submitted to the New York State Local Retirement System (heretofore “NYSLRS”),

**NOW THEREFORE BE IT RESOLVED THAT THE TOWN BOARD**

1. Approves the Record of Activity for Town Supervisor Clay J. Arsenault, Councilman Richard Dechene, Councilman Nathan Hosley, Councilman Mark Bird, Town Physician Russell Rider, and Confidential Secretary Matt Newby, or their letters stating that there are no significant changes to their previous ROA as submitted no more than eight years ago.
2. Orders the Town Clerk to post these ROA’s in the Office of the Town Clerk for a period of 30 days, after which the Business Office is to submit the ROA’s to NYSLRS.

**Motion** by Councilman Bird, seconded by Councilman Hosley approve Resolution #41 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**Resolution Number 42 of 2024**

**Resolution Authorizing a Revised Highway Law § 284 Agreement to Spend Town Highway Funds**

**WHEREAS** the Town Board and the Town Highway Superintendent are required by Highway Law § 284 to enter into a written agreement stating the places and way the Highway Fund appropriations for repairs and improvements are to be expended; and

**WHEREAS** in conjunction with the estimates submitted by the Highway Superintendent, the Highway Superintendent has submitted a proposed Highway Law § 284 Agreement to Spend Town Highway Funds; and

**WHEREAS** the Town Highway Superintendent has prepared an Agreement to spend Town Highway Funds for the fiscal year commencing January 1, 2024, for general repairs and primary work, and permanent improvements subject to limitations set by NYS Capital Highway Improvement Program (CHIPS) funding and which was approved by Town Board Resolution 3 of 2024 at their duly noticed regular meeting held January 31<sup>st</sup>, 2024; and,

**WHEREAS** the Deputy Town Highway Superintendent, Brian Guthrie Farr, has overseen the Town Highway Department as of the Retirement of Town Highway Superintendent Charles “Chip” Farr; and,

**WHEREAS** the Deputy Town Highway Superintendent has changed the road reconstruction plan for the year to allow the Water Department to rebuild services and water mains along Rice Road; and,

**WHEREAS** the Deputy Town Highway Superintendent has presented the Town Board with a revised Highway Law § 284 Agreement which plans expending Town Highway Funds to repair and/or reconstruct 800 feet of Old Steamboat and North Point Road in Long Lake, and 3300 feet of Brightside Road in Raquette Lake,

**Now, Therefore, be it resolved that the Town Board of the Town of Long Lake,**

1. Hereby approves said revised Agreement to spend Town Highway Funds, therefore the Town Supervisor and at least two other Town Councilmen are authorized and directed to execute said Agreement with the Town Highway Superintendent as required by law in substantially the same form as annexed hereto.
2. That a copy of the revised agreement before the Town Board at this meeting be forever attached to a certified copy of this resolution and held in the Office of the Town Clerk.

**Motion** by Councilman Bird, seconded by Councilman Donnelly to approve Resolution #42 of 2024.

<b>Adopted:</b>	Clay J. Arsenault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

**COUNCILMAN COMMENTS**

No comments from the Councilman

**PUBLIC COMMENT**

Elizabeth Forsell asked if there could be job applications for the bus driving position available in Raquette Lake.

Paul Wilson informed the Board and the Public that the water quality report will be going out soon and there is a flyer included that residents need to fill out and return to the Town Water Department.

Mike Lamphear asked the Board if they could approve a budget amendment for the highway to purchase new pick-up trucks.

Supervisor Arseneault asked Mr. Lamphear to get his quotes and bring them to the office to be discussed.

Nancy Grosselfinger commented about a study she had read that Hamilton County is considered to have food insecurities. Ms. Grosselfinger does not believe the bus policy will be beneficial to the Raquette Lake residents.

**ADJOURN**

**Motion** by Supervisor Arseneault, seconded by Councilman Bird to adjourn at 7:56 PM.

<b>Adopted:</b>	Clay J. Arseneault	Aye
	Mark A. Bird	Aye
	Thomas L. Donnelly	Aye
	Richard B. Dechene	Aye
	Nathan S. Hosley	Aye

Attested by:  \_\_\_\_\_

Amber L. Wamback, 1<sup>st</sup> Deputy Town Clerk