

Town Board Meeting held April 11, 2022 at 6:00 P.M. at the Town Hall in Schroon Lake N.Y.

Present:

Town Supervisor: Meg Wood

Councilpersons: Richard Gero, Ethan Thompson, Lynn Donaldson and
Leanna Welch

Highway Superintendent: Dana Shaughnessy

Town Clerk: Patricia Savarie

Also Present: Albert May, Sue Palisano, Tom and Jean Schuhle, Dan Gorke,
Dave Williams, Paul McCann Jr., Brian Ritching

Supervisor Wood called the meeting to order at 6:00 P.M. with a pledge to the Flag.

Resolution #62 Approve Minutes

Councilman Thompson moved a resolution to approve the minutes of March 14, 2022
seconded by Councilwoman Donaldson; carried.

Resolution #63 Approve Vouchers

Councilman Gero moved a resolution to pay the bills as reviewed, seconded by
Councilwoman Welch; carried.

General Fund \$60,557.57 Sewer \$7974.39 Water \$37,137.58

Highway \$33,469.33 CDBG/UDAG \$474.13

**RESOLUTION #64 Approve lease agreement between Essex County Board of Elections and
Town of Schroon for 6/28/2022 and 11/08/2022 elections**

Councilman Gero moved a resolution to accept the Essex County Board of Elections
lease agreement to use our Town Hall Meeting Room for Primary Day June 28, 2022 and for the
General Election November 8, 2022 for the amount of \$1.00, seconded by Councilwoman Welch;
carried.

RESOLUTION #65 Approve 1st Quarter 2022 Zoning / Building Fire Codes Report

Councilman Thompson moved a resolution to accept the First Quarter Building and Code
Report, seconded by Councilwoman Donaldson; carried

RESOLUTION #66 Approve Sewer Department purchase of Low Profile Heavy Duty

Dump Trailer

Councilman Gero moved a resolution to approve the purchase of a CAM Superline trailer, model #P6CAM612LPHD for the Sewer Department from Adirondack Trailers in the amount of \$11,645.00, seconded by Councilwoman Welch; carried.

RESOLUTION #67 Approve Water Department purchase of 2 control units to replace

Flosboss 103 transmitter at Horseshoe Pond

Councilman Gero moved a resolution to approve the Water Department purchase of 2 control units to replace Flosboss 103 transmitter at Horseshoe Pond in the amount of \$13,000.00 each, seconded by Councilwoman Donaldson; carried.

RESOLUTION # 68 Approve bid criteria for Beach Concession and Advertise for Bids

Councilman Gero moved a resolution to approve the new Beach Concession Contract Specifications and to advertise to go out for bid, seconded by Councilwoman Donaldson; carried.

TOWN OF SCHROON
IS SEEKING BIDS FOR A
TOWN BEACH CONCESSIONAIRE
TO PROVIDE FOOD AND NON-ALCOHOLIC BEVERAGES FROM
MAY 27th THROUGH SEPTEMBER 5, 2022.

Minimum days of operation to be Friday – Sunday in June and September; Thursday through Monday in July and August. Electric is included and cement pad at location. Concessionaire will provide copies of permits as required by State and Local entities; certificate of Insurance listing \$1,000,000.00 Single Limit Liability and naming the Town of Schroon as additional Insured; Workman’s Compensation coverage if needed; trash receptacles. Minimum bid shall be \$800.00.

Specifications can be obtained from the Town of Schroon Town Clerk
or by calling 518 532-7737 X12

Sealed bids must be filed in the office of the Town Clerk on or before 1:00 PM May 5, 2022. After which time the bids will be publicly opened and read aloud. The bid will be awarded at the Town Board meeting on May 9, 2022 at 6:00 PM successful bidder will be notified promptly by letter and must be prepared to enter into a contract to furnish the required material or services.

The Town of Schroon reserves the right to reject or to waive any informalities in any and all bids if in the best interest of the Town of Schroon. Bids should be clearly marked
BID ENCLOSED: BEACH CONCESSION.

TOWN OF SCHROON

BEACH CONCESSION CONTRACT SPECIFICATIONS

CONCESSION PERMITTED: Sales of food and non-alcoholic beverages only

ANNUAL CONTRACT TERM: Friday before Memorial Day Weekend through Labor Day Weekend.

DAYS OF OPERATION: Minimum Friday – Sunday during June and September.

Minimum for July and August – Thursday through Monday

THE TOWN OF SCHROON: Reserves the right to issue food vending permits during the full calendar year for special events and celebrations held on Town properties. Information on special events and celebrations currently scheduled for the coming **year** will be available from the Town of Schroon. Other vendors will not sell the same core food items (not including beverages) that are sold by the beach concession. These core food items will be agreed to prior to signing the contract with the Town of Schroon.

- The Town of Schroon Lions Club shall be the sole food vendor in the concession area for July 4th. If the Town of Schroon Lions Club no longer wishes to have this space for the 4th of July then the duly awarded concessionaire will be allowed to use this space.
- The Schroon Lake Association has been granted permission to have food vendors for their annual Arts & Crafts Fair.

CONCESSION SITE / AMENITIES: East side Dock Street at concrete slab provided for a concession trailer as well as adjacent lawn space for up to four (4) tables with seating. Electric service provided by the Town of Schroon.

CONCESSION AREA: Town of Schroon property along Dock Street and Leland Avenue

CONCESSION REQUIREMENTS:

- Copies of permits as required by state and local entities.
- Certificate(s) of Insurance naming the Town of Schroon as Additional Insured including a minimum of \$1,000,000 Single Limit Liability coverage; Worker's Compensation coverage if employees are hired; and any other coverage that may be deemed necessary.
- Electrical panel box must be accessible at all times.
- Trash receptacles to be provided by concessionaire and removed daily at time of closing; all garbage and cleanup is the responsibility of the concessionaire.
- Concessionaire is responsible for any damage to vendor equipment.

BID: Minimum bid shall be \$800.00.

CONTRACT AWARD AND PAYMENT:

- The Town of Schroon will issue a contract to the successful bidder.
- Payment is to be made to the Town of Schroon as follows, 50% upon signing of contract and 50% by June 30th. Failure to comply will result in the automatic termination of the agreement.
- No refunds will be made after the signing of the contract.

QUESTIONS OR CONDITIONS: Will be addressed by the Town Board of the Town of Schroon and the contract holder. All Town Board decisions will be final.

TERMINATION: Either party may terminate the contract with due cause.

ANNUAL REVIEW of these specifications will be made by the Town Board before going out to bid.

RESOLUTION # 69 Approve Orkin Mosquito Contract

Councilwoman Welch approved the Orkin Contract for Mosquito's to be done in the Park June 20th, July 17th and August 15, 2022 in the amount of \$1290.00, seconded by Councilwoman Donaldson; carried.

RESOLUTION #70 Approve Unifirst Uniforms contract

Councilwoman Welch moved a resolution to approve a three year contract with Unifirst Customer Service Agreement seconded by Councilman Thompson; carried.

RESOLUTION #71 Approve Grade 1 Employee Base pay from \$13.20 to \$15.00

Councilwoman Welch moved a resolution to approve Grade 1 Employee Base pay from \$13.20 an hour to \$15.00 an hour effective April 11, 2022, seconded by Councilman Gero; carried (Councilman Thompson – abstained)

RESOLUTION #72 Advertise for Summer Employment

Councilwoman Welch moved a resolution to advertise for Summer Employment, seconded by Councilwoman Donaldson; carried.

The Town of Schroon
is accepting applications for the
2022 Summer Lifeguard, Parks, Boat Wash Attendants and Golf Course positions
Minimum Hourly Rate \$15.00 or to be determined on experience at time of hire
You may pick up and application at the
Town of Schroon Town Hall
Monday - Friday 8 – 4 p.m.

DISCUSSION on Use and management of ARPA funds

Supervisor Wood stated that this is the federal money going to municipalities for COVID relief, our portion is around \$200,000.00. There will be a presentation at Essex County by the company who will be providing management services for the County for them to talk about how it works and offering their services to the municipalities in the Towns and Counties. They will provide consulting, oversight and reporting fulfilling the ARPA Funding for the County and the Towns. We will probably go with them since we do not have anyone to oversee this. Chris Stone and I will be attending the meeting. We need to decide as a Town how we are going to spend it.

DISCUSSION on Rogers Brook Project

Supervisor Wood stated we met with Community Resources and the engineer we agreed after much discussion that will continue to seek grant money. The bridge south of Town will not start until 2023 of July and we maybe able to get a grant for that year and do both at the same time.

RESOLUTION #73 Park Staircase

Councilman Thompson moved a resolution to approve \$20,837.50 for the Park Stairs Construction to be done in house and with community volunteers, seconded by Councilman Gero; carried.

RESOLUTION #74 Go out to Bid for Roof at Old firehouse

Councilwoman Donaldson moved a resolution to go out to bid on the roof at the old fire house located at 11 Broad Street, seconded by Councilman Thompson; carried

**TOWN OF SCHROON
NOTICE TO BIDDERS**

Notice is hereby given pursuant to Section 103 of the General Municipal Law that the TOWN OF SCHROON will accept sealed bids for the **Roof Replacement at the Old Fire House** located at 11 Broad St., Schroon Lake, NY 12870

Specifications and proposal forms may be obtained from the Town Clerk, TOWN OF SCHROON.

Sealed bids must be filed in the office of the Town Clerk on or before 1:00 PM May 3, 2022. After which time the bids will be publicly opened and read aloud. The bid will be awarded at the Town Board meeting on May 9, 2022 at 6:00 PM successful bidder will be notified promptly by letter and must be prepared to enter into a contract to furnish the required material or services.

The Town of Schroon reserves the right to reject or to waive any informalities in any and all bids if in the best interest of the Town of Schroon. Bids should be clearly marked BID ENCLOSED: ROOF REPLACEMENT.

DISCUSSION Employee Wage Statement

Councilman Thompson stated we need to come up with questions for Public Sector as to what we are looking for with ideas. I have come up with a spread sheet we can all look at and change percentages in and also with yearly steps. The Board will reconvene to discuss the spread sheet and other ideas.

Discuss Air Strip Rates

Supervisor Wood would like the Board to be thinking about raising the rate for the rental of the hanger and other rates. The Board suggested she find out what other Towns charge for their rates and get back to them.

Supervisor Wood made a motion to reconvene on Thursday April 14, 2022 at 9:00 A.M., seconded by Councilman Thompson; carried.

I, Patricia J. Savarie, do hereby certify the foregoing to be a true and correct transcript from the minutes now on file in my office and of the whole such original minutes.

Dated: April 20, 2022 _____

Town Clerk