

Organizational Meeting held January 8, 2024 at 6:00 P.M. at the Town Hall in Schroon Lake N.Y.

Present:

Town Supervisor: Meg Wood

Councilpersons: Richard Gero, Steve Miller, Lynn Donaldson and Leanne Welch

Town Clerk: Erica Hedden

Also Present: Albert May, Brian Ritching, Joy Koch, Fran Mahler, Skip Mahler, Roger Friedman, Lynette Colden, and Lewis Donnelly

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

Public Participation

Joy Koch stated; something I wanted to bring up with the board is light pollution. I feel like there is excessive lighting in our town. I would like our town to try and consider some ways to be more considerate with light. The Adirondack Park is one of the few places that have a Bortle scale of 2. To give reference the lower the Bortle scale, the less light pollution there is, as an example the middle of the ocean has a Bortle scale of 1., New York City, is a 9. I am not suggesting that we get rid of lights I am simply suggesting that we be more responsible with our lights. We need to protect the night sky and the environment. The problem with the lighting is only going to get worse. We have gone to LED lighting, which is more energy efficient but it is also much brighter and more invasive. There is legislator going on now, it hasn't gone through yet but it is there, in regards to reducing light pollution at the state level. I have my top ten reasons.

#10: Reduce Co2 emissions to reduce global warming

#9: We can reduce the towns and residences electric bills

#8: Light pollution interferes with circadian rhythm of humans and animals. That is the sleep pattern and mating pattern of animals

#7: Light pollution interrupts bird migration

#6: It affects insects. Remember those days when you turn your lights on and there were a thousand bugs, well this is the same thing. Also fish, fish are attracted to light

#5: It would stop wasting energy, 80% of the worlds populations cannot see the Milky Way.

#4: To promote tourism, we could become a Dark Sky Destination. We could be promoted and people that are interested in the night sky could come here.

#3: It will increase our melatonin production

#2: The light pollution skews the view of our stars and constellations

#1: It's a lot more romantic and it's an easy fix.

This is an easy fix and I would love to be involved in the process, if this is something the town thinks has merit. I would happily be active in the process. Can we

look into getting an ordinance? I know new houses are required by code to have down lighting, and they have to have more responsible lighting. If we could think about changing the lights, the street lights, to the orange lights. Keene has only orange lights. We have bright white lights. I am two and a half miles as the crows flies across the lake and if you saw what the community looks like from my house, it looks like Lake George. This fix would be easy to fix, it's not about stopping lighting or taking away lighting, its about education. Trying to get the community to get on board with how to reduce the lighting so we can protect the night sky. Some things that can be done and I practice these. Use outdoor lighting only when needed. I am sure all of you can sight someone newer by that has a bright light going 24/7 near your home, I am sure you all know somebody like that. Target your lighting, aim it down. Use low level lumens. Control your lighting with motion detectors, timers or dimmers. You can use warmer colored lighting, like orange, like Keene. The dream would be that everyone turns their lights off at 10 o'clock at night, like an ordinance, a light ordinance.

Supervisor Wood stated; what are you doing Thursday night? The community is having a comprehensive plan meeting at the school and that would be a great place to mention all of this. It would be a good idea to get some traction, get the community involved and start to get your concerns out there and then see what you can get started from there. Socialize the issue.

Roger Friedman stated many years ago the town board did pass a resolution for Complete Streets and one of the components was dark skies. It needed traction and it didn't have much traction. We have a lot of small country roads that aren't light at all, but a lot of those lights are for safety. There will be a break out session after the comprehensive plan, about climate, that would be a good place to bring it up.

Lynette Colden stated I just wanted to say "Thank you" to the board for all that they do. You do so much for the town and our community and I don't think they get enough thanks for all the hard work they do. It is phenomenal, I personally am very grateful for all of you.

Supervisor Wood stated; thank you

Resolution #1 – 31

Councilman Gero moved a resolution to approve Resolution #1 -32 with the exception of tabling #8, Fund HRA Account from General Fund; Highway Fund; Sewer Fund, Water Fund etc. and # 32 Hiring for Highway position, seconded by Councilwoman Welch; carried.

RESOLUTION #1 - The days and times of the monthly Town Board Meeting shall be the second Monday of each month at 6:00 PM, unless otherwise advertised; and for the 2nd public meeting, the fourth Tuesday of every month at 8:30 AM, January – May

RESOLUTION #2 - The Sun Community News, the daily Post Star and the Press Republican shall be used as legal newspapers.

RESOLUTION #3 - The official Town repository shall be the Glens Falls National Bank & Trust Co. and any other NYS banks may be used for investments

RESOLUTION #4 - Approve the minutes of the December 11, 2023 Public Sewer Rate Hearing; approve the December 11, 2023 Town Board meeting

RESOLUTION #5 - Approve 2023 and 2024 vouchers

2023 General Fund \$ 28,733.35 Sewer \$7,415.60 Highway \$38,542.61 Water \$291.76

2024 General Fund \$3,363.77 Sewer \$1,160 Highway \$ 4,999.75 Water \$504.80

RESOLUTION #6 - Pay bills to date and pay utility bills when received in 2024

RESOLUTION #7 - Use the short form for advertising of Annual Report of fiscal affairs of the Town of Schroon

RESOLUTION #8 - Fund HRA Account from General Fund; Highway Fund; Sewer Fund; Water Fund, etc. TABLED

RESOLUTION #9 - Approve Simply Blue Plus Bronze 4; BCBS 65+ policy; Simply Prescription Health Insurance Plans for 2024; Dental and Eye plans

RESOLUTION #10 - Town Clerk hours to be Monday – Friday, 8:00 AM to 2:00 PM.

RESOLUTION #11 - Transfer Station hours to be Friday – Tuesday, 8:00 AM to 4:00 PM.

RESOLUTION #12 - Set legal holidays for Town employees:

New Year's Day

Martin Luther King, Jr. Day

Presidents' Day

Good Friday – Transfer Station employees observe Easter Sunday in lieu of Good Friday

Memorial Day

Juneteenth

Independence Day

Labor Day

Columbus Day

Veterans' Day

Thanksgiving Day and the Friday after; Transfer station employees will use that Friday as a floater to be taken prior to December 15.

Christmas Day (the day after only if it falls on a work day)

RESOLUTION #13 - Set auto expense reimbursement for approved personal vehicle use at the IRS allowable rate of \$.67/mile, IRS rate

RESOLUTION #14- Set annual salaries of elected officers as budgeted and advertised

Assessor Chair, Neil Chippendale - \$24,642/annual

Assessor, Kevin Doherty - \$7,669/annual

Assessor, Beth Melucci - \$7,669/annual

Highway Superintendent, Joseph Flores - \$55,271/annual

Town Council member, Lynn Donaldson - \$7,643/annual

Town Council member, Richard Gero - \$7,643/annual

Town Council member, Stephen Miller - \$7,643/annual

Town Council member, Leanna Welch - \$7,643/annual

Town Clerk / Tax Collector, Erica Hedden - \$33,906 & \$6,088/annual

Town Justice, Mark Granger - \$27,457/annual

Town Supervisor, Margaret Wood - \$37,014/annual

RESOLUTION #15- Set annual salaries

Budget Officer, Susan Drescher - \$6,000.00/annual

Chief Wastewater Department Operator, Brian Ritchings - \$80,682.00/annual.

Chief Water Department Operator, William Jenks - \$58,272.00/annual

Deputy Supervisor, Richard Gero - \$2,000.00/annual

Deputy Highway Superintendent, Duane Hammond - \$2,000.00/annual

RESOLUTION #16- Set hourly pay rates

Auto Mechanic, Dennis Christian - \$25.76/hour

Building and Grounds Maintenance, Ethan Thompson - \$27.22/hour

Building Inspector III, Jon Senecal - \$26.90/hour, Short Term Rental Inspector - \$2,500/annual

Clerk, Christine Stone - \$25.69/hour
Computer Clerk, Jane Bouchard - \$20.92/hour
Court Clerk, Maureen Palmatier - \$18.79/hour
Court Security Officer, Clifford Bearer - \$19.91/hour
Cleaner, George Reeves - \$17.07/hour
Clerk to the Supervisor, Susan Drescher - \$22.55/hour
Heavy Equipment Operator, Duane Hammond - \$23.76/hour
Heavy Equipment Operator, Kevin Lashway - \$23.25/hour
Heavy Equipment Operator, Paul McCann Jr - \$23.07/hour
Library Manager, Jane Bouchard - \$23.41/hour
Library Aide, Margaret Baranoff - \$15/hour
Library Aide, Jessica Botterbusch - \$19.05/hour
Library Aide, Victoria Bruce - \$17.72/hour
Library Aide, Tatiane O'Bradovic - \$17.33/hour
Library Aide, Shirley Richards - \$16.95/hour
Motor Equipment Operator, Larry Pierce - \$20.67/hour
Motor Equipment Operator, Steve Vinciguerra - \$20.67/hour
Motor Equipment Operator Trainee, Dustin Deyette - \$18.65/hour
Parks & Grounds Department, Patrick Shaughnessy - \$20.52/hour
School Crossing Guard, Raymond Shields - \$21.53/hour
Sewer & Water tax Collector, Erica Hedden - \$19.37/hour
Transfer Station Attendant, Richard Hall - \$20.89/hour
Transfer Station Attendant, Laurie Bruce - \$17.84/hour
Transfer Station Attendant, Raymond Shields - \$16.95/hour
Transfer Station Attendant, Kevin Bryerton - \$ 16.83/ hour
Water and Wastewater Operator Trainee, Hunter Allison - \$23.08/hour

RESOLUTION #17- Approve appointments and compensation for

Deputy Town Clerk, Jessica Botterbusch - \$16.83/ hour

Dog Warden, Laurie Bruce - \$1,500/annual plus mileage

Health Officer, HHHN – hourly as needed, MD not required

Library Board Chair, Marion Weaver, term 1/01/2024 – 12/31/2028

Library Board, Jen Slothower, term 1/01/2024 – 12/31/2028

Parade Chairperson, Schroon Lake Chamber of Commerce - \$1,500/annual

Planning Board, Doug Bleier, term 1/01/2024 - 12/31/2028

Public Information Officer – Town Clerk

Registrar of Vital Statistics - Erica Hedden

Registrar of Vital Statistics Deputy - Jessica Botterbusch

Town Historian, Loris Clark - \$600/annual

Youth Commission Chairperson, Naomi Smith Veverka - \$2,500/annual

Zoning Board of Appeals Chair, Larry Reid, term 1/01/2024 – 12/31/2028

RESOLUTION #18- Approve contracts

Arts Council - \$8,500

Catholic Cemetery, annual maintenance - \$400

Chamber of Commerce - \$20,000

Dog Control contract, Countryside Veterinary Practice - \$1,250

Historical Society - \$2,500

Lake Stewards, with Schroon Lake Association (SLA) - \$4,000

Paradox Lake Association (PLA), Milfoil Abatement - \$7,500

SLA & PLA Boat Wash Station Expenses - \$1,000

Schroon Lake Emergency Squad - \$319,261

Senior Citizens Recreational & Social Program - \$13,150

Snowmobile Club - \$3,000

Town Attorney to be retained as needed, Mark Schachner

RESOLUTION #19- Approve NYS Association of Towns Meeting in February with all expenses to be paid by the Town

RESOLUTION #20- Approve Petty Cash Funds – Town Justice/\$200; Town Clerk/\$50; Transfer Station/\$179

RESOLUTION #21- Set Fees

Airport Hangar rental - \$300/month

Boathouse rental - \$200/event

Copies - \$.25/first, \$.10 thereafter

Fax - \$.25 incoming, \$2.00 outgoing

Transfer Station - \$.20/lb trash

\$.20/lb C&D

\$.25/lb electronics

\$15 refrigerators

\$3 tires 14"-20", \$25 large

RESOLUTION #22- Accept Reports

Annual Accounting – any department collection monies

Annual Animal Control Officer's report - TABLE

Annual Historian report - TABLE

Annual Justice report - TABLE

Annual Town Clerk report

Annual Tax Collector report

Annual Youth Commission report - TABLE

Annual Zoning/Septic/Building Codes report from Codes Enforcement Officer

RESOLUTION #23- Highway Department Approvals

\$1,200 maximum for small tools and implements without Town Board approval

Renew County and State Highway Work Permit

Highway Superintendent attendance at Annual Highway School, including payment for necessary expenses

Renew oil separator contract for Highway Garage floor drain system

RESOLUTION #24- Building & Grounds Department Approval

\$1,200 maximum for small tools and implements without Town Board approval

RESOLUTION #25- Request from all departments a list of surplus equipment, if any, with a minimum bid to be sold to the highest bidder

RESOLUTION #26: Amend description of Health Care Benefits to correct discrepancies

The HRA benefit deductible will remain in full force of the policy term and will not be affected by hire date of employees.

RESOLUTION #27: Amend Ethan Tyrrell employment status to FTE: 6 months highway laborer, grade 3, \$18.51/hour; 6 months golf course superintendant, grade 5, \$22.57/ hour; Highway hours will be 6:30-3:00 daily; Golf work hours to be a minimum of 37-40 / hours a week; effective 1/9/2024. He must join the NYS retirement system, he does not have to contribute, but must join for bookkeeping purposes.

RESOLUTION #28: Revise EMCOR contract for 2024 due to 2023 replacement furnaces in Parks and Town Hall; service to be provided to Water and Highway Garage and older furnace at Town Hall/ Library for time and material costs. Entire contract to go to bid in spring of 2024 for 2025 services.

RESOLUTION #29: Set a date for public hearing for 5:30PM on 2/12/2024 at the Town Hall for Pursuant to Article 4, Section 467 of the NYS Real Property Tax Law, the Town Board of the Town of Schroon hereby increases the maximum income limit allowable for otherwise qualified Senior Citizens to qualify for an exemption of 50% of assessed value of certain property owned by them from \$25,000 to \$35,000,

RESOLUTION #30: Amend water and wastewater unit count from 1 to 1/2 for 11 Windsor Court, tax map number 147.54-1-45.000, as the only structure is a garage with no water or sewer hookup, approved by Bill Jenks, Water Department Chief

RESOLUTUION #31: Lease the Schroon Lake Airport Hanger to Lewis Donnelly for 1 year. A fee of \$300 a month effective January 15th, 2024. The January rent will be prorated \$164.56 for January to start at January 15th, 2024, thereafter due on the 1st of the month

TOWN OF SCHROON

AIRPORT HANGAR LEASE AGREEMENT

THIS LEASE AGREEMENT, effective the day of January 15, 2024, by and between the TOWN OF SCHROON, whose offices are located on 15 Leland Avenue, Town of Schroon, New York 12870 (Lessor) and Lewis Donnelly residing at 42 Colonial Avenue, Warwick NY 10990(Lessee).

WHEREAS, the Lessor is the owner of the Airport Hangar located on Alder Meadow Road, Town of Schroon, County of Essex, State of New York, and

WHEREAS, the Lessee is an individual who is requesting to lease space from the Lessor in the Town of Schroon Airport Hangar, and

WHEREAS, the Lessor desires to lease out space to the Lessee for the purpose of storing aircraft and related aviation equipment in the airplane hangar owned by the Lessor, and

WHEREAS, the Lessee desires to obtain and avail himself of these rights, privileges, and uses and

WHEREAS, this Agreement has been duly authorized by the Schroon Town Board at its meeting held at the Town Hall, Schroon Lake, New York on the day of 8th of January 2024.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. The Lessor shall lease to the Lessee the right and privilege, in common with others, to store aircraft in the hangar on a month-to-month basis. Lessee shall not store any other motor vehicles or items not related to aircraft.
2. The Lessor shall agree to provide parking space, by permit, in common with others, for the Lessee during the term of the lease.
3. The Lessee shall have the right to the use of the airstrip in common with others at no additional charge.

4. The Lessee shall pay the sum of Three Hundred and no/100 (\$300.00) per month per airplane and associated parking space, with a maximum of two airplanes in the hangar.
5. The Lessee shall pay the sum of Three Hundred and no/100 (\$300.00) per airplane as a security deposit to be held by the Town of Schroon, in an escrow account for this purpose, upon the signing of this lease.
6. The Lease may be renewed on an annual basis, with the security deposit made at the time of signing being transferred to the new lease. The Lessor retains the right to adjust the monthly lease amount on an annual basis.
7. The Lessee shall be responsible for providing his own liability insurance on his airplane(s) and any personal items stored in the hangar and provide proof of insurance to the Lessor upon the signing of this Agreement. Lessee's insurance shall be in the minimum amount of at least Million Dollars and also name the Town as an additional insured. Lessee shall provide the Town with a Certificate of Insurance so stating.
8. The Lessee shall be responsible for maintaining the premises in the condition on the day the lease begins for the entire term of the lease.
9. The Lessee shall be responsible for removing any and all trash from the site that he brings in.
10. There shall be no sub-letting of the hangar space by the Lessee.
11. The Lessor shall be responsible for keeping the hangar in good physical condition.
12. The Lessor shall maintain insurance coverage on the premises, but not to the Lessee's personal belongings and/or aircraft on the premises or any items in the parking area.
13. The Lessor may terminate this Lease Agreement by giving written notice to the Lessee thirty (30) days prior to termination for failure to meet any of its obligations under the term of this Agreement.
14. The Lessee may terminate this Lease Agreement by giving written notice to the Lessor thirty (30) days prior to termination to Town Supervisor, 15 Leland Avenue, Schroon Lake, New York, 12870.

Lessee Lewis Donnelly

Date

RESOLUTION# 32: Hiring for Highway position – TABLED

RESOLUTION # 33 Town of Schroon to go out to BID for service contracts, on an as needed basis, for plumbing and electrical for 2024.

Supervisor Wood stated we have been advised, to go out to bid for a service contract for an as needed bases for electrical needs and another bid for a service contract on an as needed basis for plumbing issues. When we have a situation that comes up that we cant address with the current staff, that we have a contract that we can call so we don't need to go looking for three separate bids every time. That this would have someone we can call as needed. Would we like to pursue this now? What precipitated this was when the Christmas Decorations went up, all the way to the school. One of the light poles at near the school had some major electrical problems. We were very lucky that we found someone right away to fix it, but if we had a contract for someone we could call, it would be a lot easier.

Councilman Gero stated; I personally think it is a good idea and I think it will save us time and money in the future.

Councilwoman Welch stated; yes I do too

Councilwoman Donaldson moved a motion to go out to bid for a service contract, on an as needed basis, for plumbing needs and a second bid for a service contract, on an as needed basis, for electrical needs; seconded by, Councilwoman Welch; carried

DISCUSSION OF COMMITTEES, Current:

Boat House/Beach/Parks – Council Member Gero and Supervisor Wood

Buildings & Grounds – Council Members Miller and Welch

Chamber of Commerce – Council Member Gero and Supervisor Wood

Economic Development – All Board Members

Fire Department & EMS – Council Member Donaldson and Supervisor Wood

Golf Course – Council Member Welch and Civic Committee with Volunteers

Highway & Sidewalks – Council Members Gero and Welch

HHHN – Council Member Welch and Supervisor Wood

Lake/Watershed – Council Member Gero and SLA Rep Roger Friedman

Library – Council Member Donaldson and Supervisor Wood

Planning/Zoning/Codes – All Board Members

Revolving Loan Fund, Committee Chairperson – unfilled

Revolving Loan Fund, Diane Tyrrell 1/01/2024 – 12/31/2025

Transfer Station – All Board Members

Water & Sewer – Council Member Miller and Supervisor Wood

Youth Commission, Jeanine Melville term 1/01/2024 – 12/31/2028

Youth Commission, Elizabeth Parsons, term 1/01/2024 – 12/31/2028

Youth Commission, Sara LeClair, term 1/01/2024 – 12/31/2028

Youth Commission – Council Member Miller and Supervisor Wood

EXECUTIVE SESSION,

Supervisor Wood made a motion to enter Executive Session at 6:45 PM.

Executive Session ; Reason: 105; F. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, seconded by Councilman Gero; carried.

Executive session closed at 7:55 PM, no action was taken and return to Regular Meeting.

GENERAL DISCUSSION:

Councilman Gero stated; first of all I just wanted to say that I think our Highway did an amazing job cleaning up after our last storm, those guys worked so hard to keep our roads safe, thank you to them. They did an outstanding job cleaning the roads, the curbs, the sidewalks, all of it. Also, I've been thinking since the incident at the court house, do we have an emergency plan? Or an active shooter plan at the town hall?

Supervisor Wood stated; does the county have one?

Councilman Gero stated; I think this is something that we need to think about, getting a plan set up and making sure that everyone knows what to do. How to keep everyone safe. Maybe we should also take the lead and try to come up with an emergency

plan for the town as well? For the community, you never know when or where these things could happen. We should start thinking about this, I think it's important. Safety is always the most important thing, not only for our building for the whole community.

Councilman Donaldson stated; we could reach out to Seth Celotti on this as well, they might have a plan already, or a way to get us started on that. He would be a great resource.

Councilman Gero stated; I think we need to revisit a safety committee. I think we handled the situation at the court well, especially not having an actual plan in place. People had closed their doors, shut their blinds, they weren't standing in front of a window. So I think just general awareness helped us out, people had an idea of what to do. I think our town employees reacted quickly and well, as well as the law enforcement. Some showed up in full tactical gear, I couldn't have asked for a better response from law enforcement.

Supervisor Wood stated; At some point this week we are having a zoom meeting with Mr. Mike Tamlin, Charles and Brian and anyone who wants to be a part of it. As I understand it this zoom meeting will be them going over Plan 6. So that we have a united front for dealing with the DEC.

Councilwoman Donaldson stated, what about the senior consultant?

Supervisor Wood stated; well, we would have to put out an RFP, Sue Palisano would like to do something for the town that is less stressful than doing the fourth of July parade and Christmas stuff. The funds for that could be from ROOST

Councilman Gero stated; when we had the meeting about the Fourth Of July, it seemed clear to me that the chamber really wanted to turn the planning of all that over to the town. I know for sure that I do not have the time to take that over. This is something that we need to consider, the senior consultant.

Supervisor Wood stated; the parade has grown so much, it's a huge undertaking. It could go back to being a small town parade. It's not just a parade anymore, its Fourth of July festivities.

Councilman Gero stated; to me, I think someone doing all that is well worth the \$20,000. That is such a large job and requires so much attention to detail and planning.

Supervisor Wood stated; currently we only give them \$1,500 towards the parade. When we know how much ROOST money we are getting, we can make a decision. ROOST money has to be used for anything that benefits tourism. Fourth of July planning and sidewalks, things of that nature. Things that will help promote tourism.

Councilman Gero made a motion to adjourn at 8:10 P.M., seconded by Councilwoman Welch; carried.

I, Erica Hedden, 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: January 17th, 2024 _____

Town Clerk