

Town Board Meeting held March 13, 2017 at 6:00 P.M. at the Town Hall in Schroon Lake N.Y.

Present:

Town Supervisor: Michael Marnell

Councilpersons: Clara Phibbs, Roger Friedman, Meg Wood and Don Sage

Town Clerk: Patricia Savarie

Highway Superintendent: Dana Shaughnessy

Also Present: Albert May, Fran and Skip Mahler, Marcia Hartnett, Mark Granger

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

Resolution #80 Audit of Claim

Councilwoman Phibbs moved a resolution to pay the bills as reviewed, seconded by Councilman Friedman; carried. (Councilman Sage - Abstained)

General Fund \$26,544.53 Sewer \$6,147.13 Highway \$34,519.46 Water \$ 763.18

Airport Project \$10,237.88

Resolution #81 Approval of Minutes

Councilman Friedman moved a resolution to accept the minutes for February 13, 2017 for the Regular Town Board Meeting at 6:00 P.M. with a few corrections and February 23, 2017 for a Special Town Board Meeting at 10:00 A.M.; seconded by Councilwoman Wood; carried.

Resolution #82 Approve Inter-municipal Agreement Schroon Lake Milfoil Management

Councilman Sage moved a resolution to accept the Inter-municipal Agreement (Schroon Lake Milfoil Management) and provide \$12,838.17 in funding, seconded by Councilman Friedman; carried.

Warren County SWCD
394 Schroon River Road Warrensburg NY 12885
518.623.3119 (phone), 518.623.3519(fax)

Inter-municipal Agreement (Schroon Lake Milfoil Management)

The following Inter-Municipal Agreement (IMA) Defines the responsibilities of both parties as agreed to between the Municipality of **the Town of Schroon** thereafter referred to as the "Municipality" and the **Warren County Soil and Water Conservation** District hereafter referred to as the "District". This Agreement will be in effect immediately upon execution of signatures from both parties. This agreement is for Services provided by the "District" to the "Municipality" for the following items:

The Agreement is as follows:

For the period of Date: January 1 2017 to Date: March 31 2018, the District agrees to:

1. Provide project oversight and management on behalf of the Town of Horicon in regards to Aquatic Invasive Species (AIS) management and control program in Schroon Lake ("project").
2. The District will:
 - a. Obtain necessary permits of the Adirondack Park Agency (APA) permit in regards to hand harvesting of AIS in Brant Lake as a component of the project;
 - b. Obtain through a request for proposal process as approved by the Municipality the professional services of a qualified AIS contractor for the purposes of conducting a mapping and hand harvesting program as a component of the project.
 - c. Conduct work inspections following the AIS contractor to ensure that work completed is satisfactory and that APA permit guidelines are followed.

d. Fulfill reporting requirements of the APA permit.

The Municipality agrees to:

1. Provide \$12,838.17 in funding, prior to initiation of harvesting program as component of the project.
2. Authorize and enter all necessary contracts for the program.
3. Designate a contact person acting as an authorized representative for the Municipality that will execute all permit applications, contracts and handle all correspondence regarding the projects.
4. Provide assistance as requested by the District for permit applications, contract development and administration of the program.
- 5.

Both parties do hereby agree to the following conditions:

1. This agreement may be modified, amended or extended only upon the mutual written agreement of both parties.
2. This agreement may be terminated at any time during the term of this agreement by either party upon thirty (30) days written notice to the other party.
3. Each party shall comply with all federal, state and local laws, rules and regulations applicable to the activities proposed under this agreement.
4. Each party shall maintain adequate liability insurance, to include but not be limited to (\$1,000,000.00) in insurance, with each party insuring the other as coinsured. Each party shall maintain workers' compensation and disability insurance in accordance with New York State Law.

There shall be no assignment or subcontracting of the services to be provided under this agreement without the written consent of the other party.

Resolution #83 Approve Library Director Report

Councilwoman Phibbs moved a resolution to accept the Library Directors Report, seconded by Councilwoman Wood; carried.

Resolution #84 Accept Shawn Bakers Resignation from Zoning Board

Councilwoman Wood moved a resolution with regret to accept Shawn Bakers resignation from the Zoning Board, seconded unanimously; carried.

Resolution #85 Advertise for Zoning Board Member

Councilman Sage moved a resolution to advertise for Zoning Board member, seconded by Councilman Freidman; carried.

Resolution #86 Approve Adirondack Landfill Service Contract

Councilwoman Phibbs moved a resolution authorizing the Supervisor to sign the Landfill Post-Closure Contract with Adirondack Landfill Services which will provide post-closure environmental monitoring services to the Town of Schroon. One routine sampling (Fall) is required in 2017 in the amount of \$1,797.00, seconded by Councilman Sage; carried.

Resolution #87 Purchase Codes Vehicle on County Contract

Councilwoman Phibbs moved a resolution to purchase a 2017 Ford Escape 4WD Sports Utility Vehicle in the amount of \$21,768.00 for the Codes Enforcement Officer from the County Contract, seconded by Councilman Sage; carried.

Old Codes Truck

Supervisor Marnell stated the old Codes Truck will be purchased by the Water Department for \$4000.00 and will be used by the Water Department and Dog Warden.

Resolution #88 Approve Contract with FHG

Councilwoman Phibbs moved a resolution to hire FHG Systems for the computer Service for the Town of Schroon and to pay them quarterly, seconded by Councilman Sage; carried.

Computer Services Proposal

- 1. Monthly Base Retainer, billed quarterly or annually \$600 / qtr
\$2400 / yr
 - Provides priority Hardware, Software, and Network support services for up to 12 computer systems, supporting networking and networked equipment, and users
 - Will coordinate and work with any current specialized 3rd party provider to provide blanket support for covered hardware, software, and users.
 - Yearly general IT systems, capabilities, and data protection assessment
 - Base Retainer includes (monthly, non-rollover) 2 hours of combined REP and PS services for covered units and users.
 - Additional support services will be billed on a per incident basis as detailed in the "FHG Contract Service-Type and Rates" table below

- 2. One-Time Computer Unit Assessment Fee, per Computer Unit \$30 / unit
 - Record serial numbers and system information for service agreement records
 - Record User, Software, existing 3rd party support information
 - Virus/Malware checking, general software cleanup, registry clean, and startup optimize
 - Prepare system for remote login support

- 3. Advance Purchasing Fund ***
 - FHG escrow account to cover hardware, software, and network purchases, as approved by the Town Supervisor, for timely resolution of hardware failure related incidents
 - Escrow balance statements will be included on FHG invoices and upon invoice payment any Advance Fund purchases shall replenish the Advance Fund

FHG Contract Services - Types and Rates

| Service Type | | Service Description | Support Rate/Hr | Standard Rate/Hr |
|--------------|------------------------|---|-----------------|------------------|
| REP | Remote, Email, & Phone | Provides support from the FHG Office or Field by means of remote control software for covered systems, answers to questions submitted by email or phone, 9am-5pm. 1 st ¼ hr in | \$32 | \$50 |

| | | | | |
|----|---------------|--|-------|-------|
| | | a day is FREE, and billed in ¼ hr blocks thereafter per daily incident. Up to 8 REP blocks (combined with PS blocks) are included in the monthly retainer agreement before additional REP blocks are billed | | |
| PS | Pre-Scheduled | Pre-scheduled onsite services for covered units, 9am-5pm, FHG non-conflict scheduled ORT service. Billed at 1 hr minimum, ¼ hr blocks thereafter. Up to 2 PS blocks (combined with REP blocks) are included in the monthly retainer agreement before additional PS blocks are billed | \$60 | \$80 |
| | | | | |
| PR | Priority | Priority onsite services for covered units, same day 9am-5pm, 4-hr ORT service. Billed at 1 hr minimum, ¼ hr blocks thereafter. | \$92 | \$120 |
| | | | | |
| EM | Emergency | Emergency onsite services for covered units; same day, weekends, and Non 9to5 hours, 2hr ORT service. Billed at 1 hr minimum, ¼ hr blocks thereafter. | \$120 | \$150 |
| | | | | |
| TR | Travel | Extended travel time to/from FHG office, 1 ½ hr no charge. Billed in ¼ hr blocks after first 30 minutes . | \$40 | \$48 |
| | | | | |

Change Date for Regular Town Board Meeting

The next Town Board Meeting will be **Monday, April 3, 2017 at 6:00 P.M.**

Set Date for Golf Course Workshop

Golf Course Workshop will be **Monday, April 3, 2017 at 3:00 P.M.**

Set Date for Wage Statement Workshop

Supervisor Marnell made a motion to Table the Wage Statement Workshop until they have more information, seconded by Councilman Friedman; carried.

Information on the Boat Wash Station

Supervisor Marnell stated that the Town of Horicon has received a grant for the Boat Wash Station. The Town of Schroon will not have to contribute to that this year.

Resolution #89 Advertise to go out to bid for Beach Concession

Councilman Friedman moved a resolution to re-advertise to go out to bid for the Beach Concession, seconded by Councilwoman Phibbs; carried.

TOWN OF SCHROON

BEACH CONCESSION

The Town Board of the Town of Schroon is accepting bids for the Beach Concession for the 2017 summer season for a one year and a three year bid. Bids clearly marked “Beach Concession Bid” may be mailed to P.O. Box 578, Schroon Lake, N.Y. 12870, or hand delivered to the Town Clerk on or before April 3, 2017 at 1:00 P.M. at which time the bids will be publicly opened and possibly awarded at the next Regular Town Board Meeting.

Specifications for the Beach Concession are available at the Town Clerk’s Office upon request. The Town Board reserves the right to accept and/or reject all bids.

Resolution #89 Advertise for bids for the Pavilion Ice Rink

Councilwoman Wood moved a resolution to go out to bid for a Pavilion Ice Rink, seconded by Councilman Friedman; carried.

Resolution #90 Accept 2016 Annual Update Documents

Councilwoman Phibbs moved a resolution to accept the 2016 AUD which will be available at the Town Hall for review, seconded unanimously; carried

Resolution #91 Advertise for 2017 Lake Stewards and Lifeguards

Councilman Friedman moved a resolution to advertise for Lake Stewards and Lifeguards for the 2017 season, seconded by Councilwoman Phibbs; carried.

The Town of Schroon
is accepting applications for the
2017 Summer Lifeguard positions and
Lake Stewards
You may pick up an application at the
Town of Schroon Town Hall
Monday - Friday 8 – 4 p.m.

Board Comments

Councilwoman Phibbs stated that the flags at the Veterans Memorial needed to be replaced and that the Town needs to try to keep snowmobiles away from that area.

Councilman Sage stated that Broadband is going backwards. Nationalgrid wants more money and needs APA Permits and DEC Permits. They need to contact Senator Betty Little and Assemblyman Dan Stec's offices to expedite this along.

Councilman Friedman stated that the Schroon Lake Association would be hiring Steve LaMere again this year. Councilman Friedman stated they had their first meeting for the Water Front Revitalization Committee and stated their Mission Statement is “Develop a plan using Schroon Lake’s natural resources and assets in order to create an economic development strategy with actionable recommendations.”

Councilman Sage made a motion to adjourn at 6:37 P.M., seconded unanimously; 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: March 15, 2017 _____
Town Clerk