

**Town Board Meeting held July 9, 2018 at 6:00 P.M. at the Town Hall in Schroon Lake N.Y.**

**Present:**

**Town Supervisor:** Michael Marnell

**Councilpersons:** Clara Phibbs, Roger Friedman and Meg Wood (Don Sage - Excused)

**Highway Superintendent:** Dana Shaughnessy

**Town Clerk:** Patricia Savarie

**Also Present:** Albert May, Jay Phibbs, Skip and Fran Mahler, Mark LaPlante,  
Ethan Thompson and Dick Newell

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

**Resolution #145 Approval of Minutes**

Councilman Friedman moved a resolution to approve the minutes for the Special Town Board Meeting held May 23, 2018 at 1:00 PM, Regular Board Meeting held June 11, 2018 at 6:00 P.M. and the Special Town Board held June 11, 2018 at 5:00 P.M.. seconded by Councilwoman Phibbs; carried.

**Resolution #146 Audit of Claim**

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

General Fund \$49,995.93 Sewer \$45,215.35 Water \$4,795.11 Highway \$20,228.67  
Town Hall Project \$15,630.80

**Resolution #147 Approve Spillway Pan for Dam at Paradox Lake**

Councilwoman Phibbs moved a resolution to approve a spillway pan for the Paradox Lake Dam in the amount of \$1935.00 plus other expenses, re-bar, rubber sheet seals, concrete and lifting chain, seconded by Councilwoman Wood; carried.

**Resolution #148 Approve Proposal for Air Conditioning at Health Center**

Councilwoman Phibbs moved a resolution to approve a proposal for an air conditioner in the Health Center in the amount of \$9,691.50, seconded by Councilwoman Wood; carried.

**Resolution #149 Approve Budget Amendment for Highway**

Councilman Friedman moved a resolution to approve budget amendment for Highway,  
seconded by Councilwoman Wood; carried.

A BUDGET AMENDMENT IS NEEDED TO INCREASE APPROPRIATIONS DA0-960 FROM APPROPRIATED FUND BALANCE DA0-599 TO ACCOUNT FOR THE PAY OFF OF THE JOHN DEERE LOADER LEASE..

Appropriated Fund Balance	DA0-599	\$81,268.32
Appropriations	DA0-960	\$81,268.32

To amend budget per board resolution #101-2018 to cover the payoff of the loader lease.  
DA0-04-5130-200 Equipment \$ 81,268.32

**Resolution #150 To Pave Medical Center Parking Lot**

Councilwoman Wood moved a resolution to pave the medical center parking lot at the cost of \$23,983.84 for labor only to be done by O'Connor Construction which has been budgeted for, seconded by Councilwoman Phibbs; carried.

**Resolution #151 Award Bid for Hockey Rink for Labor only**

Councilman Friedman awarded the bid to J. David Builders & Sons for the Hockey Rink labor for \$30,000.00, seconded by Councilwoman Phibbs; carried.

**Resolution #152 Purchase Two External Hard Drives for Town Hall**

Councilwoman Phibbs moved a resolution to purchase two External Hard Drives for the Town Hall in the amount of \$699.98, seconded by Councilman Friedman; carried.

**Resolution #153 Approve the Waterfront Grant Application**

Councilwoman Wood moved a resolution to approve the Waterfront Grant Application which will be administered by Warren County Department of Planning and Community Development, seconded by Councilman Friedman; carried.

Resolution by the Town Board of the Town of Schroon

To Authorize Submittal of a New York State Department of State Local Waterfront Revitalization Program Grant Application  
Resolution # 153 2018

On a motion by Board member Wood, and seconded by Board member Friedman

**WHEREAS**, the Schroon Town Board wishes to prevent the introduction and manage the growth of aquatic invasive species in the waters of Schroon Lake; and

**WHEREAS**, the Schroon Town Board seeks to coordinate efforts to prevent and eliminate the introduction of aquatic invasive species into the waters of Schroon Lake with the towns of Schroon and

**WHEREAS**, Round VIII of the New York State Consolidated Funding Application (CFA) is accepting applications through July 27, 2018; and

**WHEREAS**, the New York State Department of State (NYS DOS) has announced the availability of funds through the Environmental Protection Fund – Local Waterfront Revitalization Program (EPF-LWRP) to implement priorities identified in approved watershed management plans; and

**WHEREAS**, the project partners must provide evidence that a local match of twenty-five percent (25%) of the total project cost for the EPF-LWRP application will be available; and

**WHEREAS**, the Warren County Department of Planning & Community Development has agreed to apply on behalf of the towns of Schroon, Horicon, and Chester; and

**WHEREAS**, the Schroon Town Board wishes to authorize the submission of an application for EPF-LWRP funds.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Schroon Town Board further authorizes and directs submission of Warren County's application for Environmental Protection Fund – Local Waterfront Revitalization Program (EPF-LWRP) grant funds through the New York State Department of State (NYS DOS), with such application due by July 27, 2018; and

**BE IT FURTHER,**

**RESOLVED**, that should the project be awarded funds by NYSDOS, the Town Board pledges to work in cooperation with the partnering communities to provide the required twenty-five percent (25%) local match share of the total project cost; and

**BE IT FURTHER,**

**RESOLVED**, that the Town Board authorizes and directs the Town Supervisor and Warren County staff to sign any necessary documents in connection with the submission, including all

applications, certifications and forms and further authorizes and directs the Town Supervisor and Warren County staff to take such other and further action as may be necessary to effectuate the terms of this resolution.

**Resolution #154 Recognition of the 2018 Citizen of the Year**

This Resolution was moved, seconded and carried unanimously.

TOWN OF SCHROON PROCLAMATION

DECLARING “CURTIS McCOY”  
AS THE 2018 CITIZEN OF THE YEAR

WHEREAS, each year the Schroon Lake Area Chamber of Commerce declares a “Citizen or Organization of the Year”, and

WHEREAS, this year’s recipient is Curtis (Curt) McCoy, and

WHEREAS, Curt was born in New Russia and moved to Schroon Lake when he was 10 years old, and

WHEREAS, Curt enlisted in the Air Force in 1952 during the Korean conflict and was discharged in 1956, and

WHEREAS, in 1960 he met his wife Anne and together they raised six children, and

WHEREAS, in 1963 Curt became a fireman and was a member of the department for 53 years and was a fire warden for many years fighting wildfires throughout the area, and

WHEREAS, Curt has also been a member and volunteer with the Boy Scouts of America for more than 50 years as scout, scout master and now as committee chairman. Curt has had six boy scouts achieve the Eagle Scout – the highest honor a scout can reach, and

WHEREAS, Curt is the ultimate example of volunteerism and is known for his compassion and desire to assist his friends, family and community, and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Schroon hereby proclaims June 19, 2018 “CURTIS McCOY DAY” in the Town of Schroon.

**Resolution #155 Appreciation for the 4<sup>th</sup> of July Events**

Supervisor Marnell and the Town Board would like to thank everyone who was involved with the 4<sup>th</sup> of July events, it was a wonderful day and everything went smoothly.

**Resolution #156 Purchase a Cell Phone for Sewer Department**

Councilwoman Phibbs moved a resolution to purchase a cell phone for the Sewer Department, seconded by Councilwoman Wood; carried.

**Discussion on Cells Phones and Upgrading to Smart Phones**

The Board felt that this is a discussion at Budget time and would like more information on what it would cost.

**Resolution #157 To Have All Employees in a Safety Sensitive Position Drug and Alcohol Tested**

Supervisor Marnell made a resolution to have all employees in a safety sensitive position to be drug and alcohol tested, seconded by Councilman Friedman; carried.

### **Discussion to Install Vehicle Tracking Devices**

Supervisor Marnell stated he would like to install vehicle tracking devices into all Town vehicles, starting with four to see how it will work. The cost would be \$300.00 each with a monthly charge of \$21.00 a month per vehicle. The Board would like to talk about this at Budget time and get more information.

### **Resolution #158 Appropriate Funds for Town Hall Project**

Councilwoman Wood moved a resolution to appropriate funds to the Town Hall Project in the amount of \$630.00 to cover the final billing from SD Atilier for the project, seconded by Councilwoman Phibbs; carried.

### **Resolution #159 Accept Quarterly Codes Report**

Councilwoman Phibbs moved a resolution to accept the quarterly Codes Report, seconded by Councilman Friedman; carried.

### **Discussion on Storm Water Improvements**

Councilman Friedman stated he had heard from Jim Lieberum from Warren County SWCD on the Storm Water Improvements. Jim stated that in November of 2017, Cedarwood was requested by the Town to seek a cost estimate from Keller for a “Soup to Nuts” project.

The estimate that was received, which included supplies and materials was \$337,000

The previous projects (including the one approved between Keller and the Town) included upwards of an estimated \$50,000 of personnel and equipment time from the Town since the Town was to do the park section. This value was work built into the project to reduce a contract price.

At this time I would be hesitant to request from Keller a new cost estimate as:

1. Keller has provided 2 past estimates, with no movement on those estimates – full project and partial amendment
2. You will likely need to bid out the Broad Street and park sections of the project, since they were not part of the original bid. The chances are high that Keller would receive this as they would be working right there, but then again stranger things have happened. This is a cost that could be much different from another vendor.

Using the Keller November estimate = \$337,000

20% for contingency including any additional engineering = \$67,400. Construction contingencies should be assumed to be no less than 20% to cover uncertainties during construction such as rock excavation and removal. No soil borings or test pits were completed for the project, as there has been no approval to do so.

Total estimated cost including 20% contingency = \$404,400

Grant reimbursement = \$140,000 (I added our offices remaining \$5,000 dollars to this reimbursement for the Town)

\$404,400 - \$140,000 = \$264,000 Town funding (includes all of the contingency being utilized).

### **Resolution #160 Approve Change Work Order for Storm Water Run Off Improvements**

Councilman Friedman moved a resolution to approve the change work order with Keller Construction for the Storm Water Run Off Improvements in the amount of \$404,400.00 with the Town portion of \$264,000.00., seconded by Councilwoman Wood; carried.

\$50,000.00 from the Highway Fund Balance

\$50,000.00 from the General Fund Balance

\$164,000.00 to go out to bond

### **Acknowledge Money received from Roost and Stewart's for Street Dance Fireworks**

Councilman Friedman stated that he had received \$1,000.00 from Stewart's as a donation for the Labor Day Street Dance Fireworks. Supervisor Marnell stated Roost had donated \$2,500.00 to the fireworks also, the Board would like to thank them both for contributing

### **Phase III of Library Grant**

Mark LaPlante stated there is a possibility that the library may be eligible for a Phase III NYS Library Construction Grant. Julie Wever, Outreach Coordinator for CEF Library System, has informed the Library Expansion Committee that \$750,000 in construction grant funds is available in 2018-19 for the Clinton, Essex, Franklin Library System. The Library Board has authorized the Expansion Committee to submit a letter of intent to apply for a Phase III grant to the State Education Dept., Library Division.

On May 18, 2018 we met with you to discuss the possibility of a Phase III grant. At this meeting you requested a letter from the Library Board that provides a potential scope of work that could be covered by a grant. Listed below is a potential scope of work for the Town Board's consideration.

1. Elevator—The elevator would be constructed inside the town hall in a space to be determined. An elevator would provide improved access for both the town and the library and would fully meet ADA requirements.
2. Parking Lot Paving/Grading—Paving would include improved parking for persons with disabilities.
3. Parking Lot Lights—Lights would improve visibility and safety at the front and back of the building.

4. Security Cameras—Cameras would improve security for the town hall, library and court.
5. Signage—Signs located in strategic locations in town will improve our presence in the community.

Architect and engineering fees may now be covered by the grant.

There are local costs to consider with the NYS Library Construction Grant Program. There is a local share or matching funds of 25% of the grant. For example, if a grant is approved for \$100,000, matching funds of \$25,000 must be available. The Library Board requests that the matching funds of 25% be paid by the town.

Although the state looks favorably on this type of joint project there is a cost pro ration based on use. If an elevator is installed, it is estimated that it will be used 85% of the time by library patrons. The remaining 15% use by the town will need to be paid for by the town. If the town is willing to pay the matching funds (25%) and using the elevator example (15% town share), the town would be paying 40% of the grant. Construction cost estimates are needed for each of the items identified in the potential scope of work to better determine the cost share for the town and the library.

We are available to meet with you and the Town Board to discuss the potential for a Phase III Grant. The state requires that construction estimates be provided by August 1, 2018. In order to meet that deadline, a decision on moving forward with the grant is needed as soon as possible.

Councilman Friedman stated at this time the Town is carrying a big debt and would not like to put this on the backs of the tax payers would it be possible to find another grant to pay for the 25%, possibly through a Cloud Splitter Grant or could the Friends of the Library pick up a portion of it. Supervisor Marnell stated possibly the HHHN would contribute part of the 25%. Councilwoman Phibbs stated that she appreciates, respects and understands where Mark is coming from, but so many times it seems like we are under the gun to make a decision and we have done that in the past. You are asking for a commitment for a match this evening, I could not in good faith and to the taxpayers of this Town tell you tonight, with all the other things going on in this Town with Sewer, Water and Storm Water Runoff problems, I can not tell you tonight I would commit to that kind of money. Councilman Friedman stated it is important to get estimates before moving forward.

#### **Resolution #161 To pursue and get estimates for Library Grant Application**

Councilwoman Wood moved a resolution to go forwards, pursuing and getting estimates from the Library Board for the Library Grant Application, seconded by Councilman Friedman; carried.

## **Resolution #162 To Approve the LC-LG Administrative Service Contract**

Councilman Friedman moved a resolution to sign a one year contract with the Lake Champlain/Lake George Regional Planning Board, seconded by Councilwoman Phibbs; carried.

The Lake Champlain – Lake George Regional Planning Board agrees to perform the following Post loan Approval services for the Town of Schroon Revolving Loan Fund Committee.

- File maintenance on each loan serviced by LCLGRP
- On going review and management of Glens Falls National Banks Pass Through Controls Account Statements by LCLGRP
- Quarterly postings of cash receipts and disbursements by LCLGRP
- On – going maintenance of loan journal book by Snow, Eicher, Farrar CPA's
- General Follow-up on loan delinquencies/defaults as directed by TSRLF
- Quarterly preparation of financial statements by Snow, Eicher, Farrar CPA's
- Annual preparation of federal/state tax reports by Snow, Eicher, Farrar CPA's, if required
- Annual audit of Schroon RLF Program , if required
- Legal follow-up on loan delinquencies/defaults by Bartlett, Pontiff Stewart & Rhodes Esq. as directed by TSRLF

This agreement is in effect for one year. The annual fee for services provided by the LCLGRP will be 1.35% of the TSRLF outstanding principal balance billed to the TSRLF in quarterly installments as follows, .3375% March 31<sup>st</sup>, 03375% June 30<sup>th</sup>, .3375% September 30<sup>th</sup>, 03375% December 31<sup>st</sup>.

Fees for those services provided by firms other than LCLGRP with the exception of routine services provided by Snow, Eicher, Farrar CPA's will be billed to the TSRLF on an at cost basis.

### **Discussion on DR Trimmer**

Supervisor Marnell would like to look into purchasing a DR Trimmer for the cemeteries and try one out before he purchases it, estimated cost would be around \$900.00.

### **Board Comments**

Dana Shaughnessy, Highway Superintendent, would like to remind the Board about the Wage Statement and that they need to adopt it by Budget time and possibly have a workshop.

Councilman Friedman stated the Town needs to install a booster so that Wifi can be received in the meeting room. Councilman Friedman stated that the Bi Centennial Garden and the flowers by the boat house need to be taken care of. Supervisor Marnell stated he will ask Alexis Subra to take care of them.

Councilwoman Phibbs made a motion to adjourn at 7:20 P.M., seconded by Councilman Friedman; 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: July 13, 2018

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Town Clerk

