

**VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES  
39 MAIN STREET SARANAC LAKE NY  
SPECIAL MEETING AGENDA 5:30PM  
Monday, December 21, 2020  
Roberts Rules of Order will be in Effect for this Meeting**

Join Zoom Meeting

<https://us02web.zoom.us/j/81131334579?pwd=dGVJTjlyNEFib2FGNmpJL2luZ2ZlZz09>

Meeting ID: 811 3133 4579

Passcode: 928345

One tap mobile

+16468769923,,81131334579# US (New York)

+13126266799,,81131334579# US (Chicago)

**A. CALL TO ORDER      PLEDGE OF ALLEGIANCE**

**B. ROLL CALL**

**C. ITEMS FOR BOARD ACTION**

<b>BILL</b>	<b>121</b>	<b>2020</b>	<b>Franklin County MOU for Public Health Services</b>
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**D. EXECUTIVE SESSION: Proposed pending or current litigation**

**E. MOTION TO ADJOURN:**

## **RULES FOR PUBLIC HEARING COMMENTS AND**

### **PUBLIC COMMENT PERIOD OF MEETINGS**

- 1. Anyone may speak to the Village Board of Trustees during the public comment period of a public hearing or the public comment period of the meeting.**
- 2. As a courtesy we ask each speaker to give their name and village resident or not.**
- 3. Each speaker must be recognized by the chairperson before speaking.**
- 4. Individual public comment is limited to 3.5 minutes and may be shortened by the meeting chairperson.**
- 5. When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the chair may require that the group(s) designate not more than two spokespersons and limit the total time public comment to 2.5 minutes for each point of view or side of an issue.**
- 6. Individual time may not be assigned/given to another.**
- 7. A public hearing is meant to encourage resident comment and the expression of opinion, not a direct debate, nor should a commenter be intimidated by a village board rebuttal, therefore public hearings are limited to public comment and should a village response be asked by individuals the response shall be generally given after the public hearing during the village board regular meeting, or subsequently, by telephone or letter, unless factual in nature where the facts are fully known by staff, in which case a village official may respond.**
- 8. All remarks shall be addressed to the board as a body and not to any individual member thereof.**
- 9. Interested parties or their representatives may address the board at any time by written or electronic communications.**
- 10. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.**

Please note- During the course of regular business, discussion and commentary is limited to board members and village staff only. We ask for this courtesy, for the board and staff to conduct their business and discussion without interruption. All village board members and staff are available after the conclusion of a meeting for one on one discussion.

**Business of the Village Board  
Village of Saranac Lake**

SUBJECT: Franklin County MOU & Village Response  
FOR AGENDA OF 12-21-2020

DEPT OF ORIGIN: Manager BILL # 121-2020

DATE SUBMITTED: 12-17-2020 EXHIBITS:     

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney

\_\_\_\_\_  
Village Administration

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

**SUMMARY STATEMENT**

Village Board of Trustee to authorize Village Manager to enter into MOU for use of DPW garage in collaboration with Franklin County for vaccination site.

**RECOMMENDED ACTION**

APPROVAL OF RESOLUTION

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL:

MAYOR RABIDEAU \_\_\_\_\_

TRUSTEE LITTLE \_\_\_\_\_

TRUSTEE NEWMAN \_\_\_\_\_

TRUSTEE SHAPIRO \_\_\_\_\_

TRUSTEE CATILLAZ \_\_\_\_\_



# FRANKLIN COUNTY PUBLIC HEALTH SERVICES

Kathleen Farrell Strack, M.S., R.N.  
Director of Public Health/ Early Intervention Official



## Memorandum of Understanding to Assist Franklin County Public Health Services

### Goal:

The goal of this collaboration is to assist Franklin County Public Health Services (FCPHS) to increase capacity to deliver medical countermeasures (MCM) to the community in the event of a large-scale public health emergency thereby mitigating morbidity and mortality. The sheer magnitude of providing life-saving medications/vaccine to the entire population of Franklin County requires communities to establish creative and non-traditional methods of dispensing. The open (public) points of dispensing (PODs) are one of several community dispensing methods to be implemented. Others include closed PODs managed by a variety of businesses, organizations and the local health department.

### Concepts of Operations:

Business and facilities will work in conjunction with FCPHS by offering support and assistance during a public health emergency or crisis.

For this purpose, a public health emergency/crisis means an occurrence or condition that results in an actual or imminent threat of harm to public health and safety due to bioterrorism, outbreaks of disease, natural occurrences, or other situation that may cause harm in our community.

The business acknowledges the intent to allow the use of its facilities to serve as a local Point of Dispensing (POD) site for medication, vaccines or other medical supplies that would be dispensed during a public health emergency or crisis.

The business will allow the use of its facilities, grounds and equipment, designate points-of-contact in case of an emergency and allow facilities to be visited by members of Franklin County for the development and maintenance of a mass dispensing plan.

### Malone District Office:

355 West Main Street  
Malone, NY 12953

PH: (518)481-1710  
FAX: (518)483-9378

### Saranac Lake District Office:

3 Main Street  
Saranac Lake, NY 12983

PH: (518)891-4471  
FAX: (518)891-7238

X: Katie/Amy/Schools mou



Capital of the Adirondacks

**Village of Saranac Lake** 39 Main Street, 2nd Floor Suite 9 • Saranac Lake, NY 12983-2294 • Phone: (518) 891- 4150 • [www.saranaclakeny.gov](http://www.saranaclakeny.gov)

December 17, 2020

Kathleen Farrell Strack, M.S., R.N.  
Director of Public Health/Early Intervention Official  
Franklin County Health Department  
355 West Main Street  
Malone, New York 12953

**Re: Memorandum of Understanding (“MOU”) to Assist Franklin County Public Health Services**

Dear Ms. Strack:

By this MOU, the Village of Saranac Lake (“VSL”) commits to assisting Franklin County Public Health Services (“FCPHS”) in its efforts to increase capacity to deliver medical countermeasures (MCM) to the community in the event of a large-scale public health emergency thereby mitigating morbidity and mortality. Specifically, VSL is willing to work with FCPHS to develop a collaborative plan for FCPHS to use VSL’s Department of Works (“DPW”) facilities at 95 Van Buren Street in Saranac Lake as a Point of Dispensing Site (“VSL POD Site”) for medication, vaccines or other medical supplies that would be dispensed during a public health emergency or crisis.

To implement this MOU, VSL, FCPHS and Franklin County agree as follows:

- (1) VSL and FCPHS shall jointly develop a plan for FCPHS to use the VSL POD Site during a public health emergency or crisis that also allows for DPW to continue to fulfill its operational responsibilities; and
- (2) Franklin County shall name VSL as an additional insured in relation to the use of the VSL POS Site by FCPHS and/or Franklin County for the purposes of this MOU; and
- (3) The parties recognize the need for flexibility and inter-municipal cooperation in addressing the response needs for public health emergencies and crises and commit to supporting the critical efforts of FCPHS in any such response; and
- (4) VSL’s designated point of contact for implementation of this MOU shall be the Village Manager.

VSL welcomes this opportunity to assist the important work of FCPHS through this MOU. Please confirm your agreement to the terms of this MOU by countersigning below.

Sincerely,

John Sweeney  
Village Manager

FCPHS MOU  
December 17, 2020  
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By: \_\_\_\_\_  
Kathleen Farrell Strack, M.S., R.N.  
Director of Public Health

By: \_\_\_\_\_  
Donna Kissane  
County Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_