

REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 24, 2020

Everyone stood for the pledge of allegiance.

Roll Call: Mayor Clyde Rabideau

Trustees: Richard Shapiro, Patrick Murphy, Thomas Catillaz and Melinda Little.

Also present: Village Manager, John Sweeney, Treasurer Elizabeth Benson, and Deputy Village Clerk, Lidia O'Kelly.

**PUBLIC HEARING;** Annexation of Village owned land in Town of North Elba  
No one made comment.

**AUDITING:**

Chair Rabideau called for a motion to approve payment for the 2020 Budget \$169,499.69 voucher number 11043382 to 11043467 complete detail of these vouchers is attached and made part of these minutes.

Motion:Catillaz Second:Shapiro

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**APPROVAL OF MINUTES:**

Chair Mayor Rabideau called for a motion to approve minute of February 10, 2020

Motion:Little Second:Catillaz

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**CORRESPONDENCE:** Police report for January, Public Notice from the Town of North Elba, Letter from North Woods Engineering

Chair Rabideau called for motion to accept and place on file the above referenced correspondence.

Motion:Catillaz Second:Little

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**PUBLIC COMMENT PERIOD:** No one spoke

**ITEMS FOR BOARD ACTION:**

**Bill 21-2020 Promote James Joyce to Police Chief**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Unanimous

Roll Call: All in Favor

**Bill 22-2020 Authorize Contract with ETS. Inc. for Temporary Account Clerk**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion:Little Second:Catillaz

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**Bill 23-2020 Approve Nomination of Candidates for Village Election on March 18, 2020**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion:Little Second:Murphy

Roll Call: Little yes Murphy yes Shapiro recused Catillaz passed Rabideau yes

**Bill 24-2020 Adopt Town of North Elba Annexation Law**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion:Catillaz Second:Little

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**Bill 25-2020 Arts and Culture Advisory Board Streetlight Project**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion:Shapiro Second:Little

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**Bill 26-2020 Appoint Downtown Advisory Board Members Jerry Michael and Laura Cunningham**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion:Little Second:Catillaz

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**OLD BUSINESS**

**NEW BUSINESS**

**EXECUTIVE SESSION:**

Chair Rabideau called for a motion to enter into executive session for – matters which imperil safety if disclosed

Motion: Catillaz Second: Little

Roll Call: Murphy yes Little yes Shapiro yes Catillaz yes

Chair Rabideau called for a motion to return to regular session.

Motion: Murphy Second: Catillaz

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

**MOTION TO ADJOURN**

Chair Mayor Rabideau called for a motion.

Motion:Murphy Second:Catillaz

Roll Call: Little yes Murphy yes Shapiro yes Catillaz yes

Respectfully submitted,  
Kareen Tyler, Village Clerk

Public Hearing

Annexation of Uninhabited parcel in the Town of North Elba

## Village of Saranac Lake

### Annexing Land into the Village of Saranac Lake, New York

1. Both the Board of Trustees of the Village of Saranac Lake ("Village") and the Town of North Elba have approved the annexation of uninhabited parcels of land from the Town of North Elba to the Village of Saranac Lake.
2. The Village of Saranac Lake ("Village") hereby annexes the approximate 18.9 acres of land owned by the Village situated in the Town of North Elba, Essex County, New York located on McKenzie Pond Road and 29 Willow Way and identified by tax map numbers 32.3-4-17.000 and 32.3-4-19.000
3. The local law shall be filed with the New York Secretary of State and shall take effect on that on which it is accepted and filed by the Secretary of State.

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

PUR4095 1.0  
Page 1 of 9  
Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
11043382 0200.0000	0000000126 NYS EMPLOYEES	20200214002	02/14/2020 P/R SRS NRM 2/14/20	1,366.75	0.00	00999	2	2020	1915 02/14/2020	010.0010.0018	1,366.75
11043383 0200.0000	0000000126 NYS EMPLOYEES	20200214003	02/14/2020 P/R SRS LNS 2/14/20	836.00	0.00	00999	2	2020	1915 02/14/2020	010.0010.0018	836.00
11043384 0200.0000	0000000126 NYS EMPLOYEES	20200214004	02/14/2020 P/R ERS ARREAR 2/14/20	37.88	0.00	00999	2	2020	1915 02/14/2020	010.0010.0018	37.88
11043385 0200.0000	0000000693 NYS POLICEMANS & FIREMANS	20200214005	02/14/2020 P/R RETIREPOLC 2/14/20	223.73	0.00	00999	2	2020	1917 02/14/2020	010.0010.0018	223.73
11043386 0200.0000	0000005003 EXCELLUS HEALTH PLAN - GROUP	20200214013	02/14/2020 P/R BCBS 2/14/20	2,868.46	0.00	00010	2	2020	24121 02/14/2020	010.0010.0020	2,868.46
11043387 0200.0000	0000312000 POLICE BENEVOLENT ASSOC.	20200214014	02/14/2020 P/R DUES-PBA 2/14/20	412.50	0.00	00010	2	2020	24124 02/14/2020	010.0010.0024	412.50
11043388 0200.0000	0000029180 PRUDENTIAL INSURANCE CO	20200214017	02/14/2020 P/R LIFE INSUR 2/14/20	12.77	0.00	00010	2	2020	24123 02/14/2020	010.0010.0017	12.77
11043389 0200.0000	0000006465 NYS DEFERRED COMPENSATION COMPENSAT	20200214024	02/14/2020 P/R NYS DEF CP 2/14/20	3,732.88	0.00	00999	2	2020	1919 02/14/2020	010.0010.0017	3,732.88
11043390 0200.0000	0000003537 STANDARD LIFE INSURANCE CO OF NY	20200214026	02/14/2020 P/R DENTAL-STA 2/14/20	83.85	0.00	00010	2	2020	24120 02/14/2020	010.0010.0020	83.85
11043391 0200.0000	DIRDEP DIRECT DEPOSIT	20200214030	02/14/2020 P/R CITIZN1-DD 2/14/20	300.00	0.00	00999	2	2020	1920 02/14/2020	010.0010.0025	300.00
11043392 0200.0000	0000015087 AFLAC NEW YORK	20200214034	02/14/2020 P/R AFLAC DIS 2/14/20	61.15	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	61.15
11043393 0200.0000	0000015087 AFLAC NEW YORK	20200214035	02/14/2020 P/R AFLAC CAN 2/14/20	254.74	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	254.74
11043394 0200.0000	0000015087 AFLAC NEW YORK	20200214036	02/14/2020 P/R AFLAC ACCI 2/14/20	209.16	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	209.16
11043395 0200.0000	0000015087 AFLAC NEW YORK	20200214037	02/14/2020 P/R AFLAC DENT 2/14/20	27.78	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	27.78
11043396 0200.0000	0000015087 AFLAC NEW YORK	20200214038	02/14/2020 P/R AFLAC SDIS 2/14/20	215.93	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	215.93
11043397 0200.0000	0000015087 AFLAC NEW YORK	20200214039	02/14/2020 P/R AFLACDEATH 2/14/20	1.98	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	1.98
11043398 0200.0000	0000002296 VSL-PRIMEPAY	20200214045	02/14/2020 P/R FSA-HEALTH 2/14/20	413.84	0.00	00999	2	2020	1918 02/14/2020	010.0010.0033	413.84

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

PUR4095 1.0  
Page 2 of 9  
Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
11043399 0200.0000	DIRDEP DIRECT DEPOSIT	20200214050	02/14/2020 P/R DIR DEP C1 2/14/20	2,010.68	0.00	00999	2	2020	1920 02/14/2020	010.0010.0025	2,010.68
11043400 0200.0000	DIRDEP DIRECT DEPOSIT	20200214051	02/14/2020 P/R DIR DEP C2 2/14/20	2,092.50	0.00	00999	2	2020	1920 02/14/2020	010.0010.0025	2,092.50
11043401 0200.0000	DIRDEP DIRECT DEPOSIT	20200214055	02/14/2020 P/R DIR DEP S1 2/14/20	1,892.20	0.00	00999	2	2020	1920 02/14/2020	010.0010.0025	1,892.20
11043402 0200.0000	DIRDEP DIRECT DEPOSIT	20200214056	02/14/2020 P/R DIR DEP S2 2/14/20	2,024.50	0.00	00999	2	2020	1920 02/14/2020	010.0010.0025	2,024.50
11043403 0200.0000	0000015087 AFLAC NEW YORK	20200214057	02/14/2020 P/R AFLAC SICK 2/14/20	109.64	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	109.64
11043404 0200.0000	0000015087 AFLAC NEW YORK	20200214058	02/14/2020 P/R AFLAC LIFE 2/14/20	86.57	0.00	00010	2	2020	24122 02/14/2020	010.0010.0035	86.57
11043405 0200.0000	0000003487 ST. LAWRENCE COUNTY SHERIFF	20200214063	02/14/2020 P/R ST.LAWRENC 2/14/20	217.65	0.00	00010	2	2020	24117 02/14/2020	010.0010.0023	217.65
11043406 0200.0000	DIRDEP DIRECT DEPOSIT	20200214064	02/14/2020 P/R DANMEMORA 2/14/20	212.00	0.00	00999	2	2020	1920 02/14/2020	010.0010.0025	212.00
11043407 0200.0000	0000003533 TEAMSTERS LOCAL 687	20200214065	02/14/2020 P/R DUES-TEAMS 2/14/20	676.00	0.00	00010	2	2020	24119 02/14/2020	010.0010.0024	676.00
11043408 0200.0000	0000003533 TEAMSTERS LOCAL 687	20200214066	02/14/2020 P/R TEAMS-LIFE 2/14/20	13.75	0.00	00010	2	2020	24119 02/14/2020	010.0010.0035	13.75
11043409 0200.0000	0000002551 STANDARD LIFE INSURANCE CO OF NEW Y	20200214067	02/14/2020 P/R DENTAL-TEA 2/14/20	87.31	0.00	00010	2	2020	24116 02/14/2020	010.0010.0020	87.31
11043410 0200.0000	0000006465 NYS DEFERRED COMPENSATION COMPENSAT	20200214101	02/14/2020 P/R NYS DEFERR 2/14/20	50.00	0.00	00999	2	2020	1919 02/14/2020	010.0010.0017	50.00
11043411 0200.0000	0000003522 STANDARD LIFE INS CO OF NY	20200214102	02/14/2020 P/R LIFE INS-S 2/14/20	63.14	0.00	00010	2	2020	24118 02/14/2020	010.0010.0017	63.14
11043412 0200.0000	FEDFIC COMMUNITY BANK EFT	20200214FED	02/14/2020 P/R FEDERAL TAX 2/14/20	13,607.87	0.00	00999	2	2020	1921 02/14/2020	010.0010.0022	13,607.87
11043413 0200.0000	FEDFIC COMMUNITY BANK EFT	20200214FICA	02/14/2020 P/R FICA TAX 2/14/20	15,883.32	0.00	00999	2	2020	1921 02/14/2020	010.0010.0026	15,883.32
11043414 0200.0000	FEDFIC COMMUNITY BANK EFT	20200214MEDC	02/14/2020 P/R MEDICARE TAX 2/14/20	3,714.70	0.00	00999	2	2020	1921 02/14/2020	010.0010.0026	3,714.70
11043415 0200.0000	0000000482 NYS TAX DEPARTMENT	20200214STA	02/14/2020 P/R STATE TAX 2/14/20	5,953.20	0.00	00999	2	2020	1916 02/14/2020	010.0010.0021	5,953.20
11043416	0000000134 *****		02/10/2020	21,197.49	0.00	00001	2	2020		001.1620.0403	1,085.02

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

PUR4095 1.0  
Page 3 of 9  
Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
11043416	0000000134									001.1640.0403	96.51
										004.1640.0403	81.00
										005.1640.0403	74.10
										001.3410.0403	637.00
										001.5132.0403	405.33
										001.5142.0403	85.76
										001.5182.0403	22.96
										001.5650.0403	44.73
										001.7110.0403	62.88
										001.7140.0403	46.13
										001.7180.0403	46.99
										001.7260.0403	4,801.98
										004.8320.0403	3,950.22
										005.8120.0403	168.68
										005.8121.0403	591.87
										005.8130.0403	8,996.33
0200.0000	NATIONAL GRID		ELECTRIC CHARGES 2019-2020				48973	02/24/2020		<b>Total Dist.</b>	<b>21,197.49</b>
11043417	0000001860	19003-02	02/11/2020	9,381.82	0.00	00001	2	2020		001.1440.0400	9,381.82
0200.0000	NORTH WOODS ENGINEERING		1-3 MAIN ST RENOVATION ENGINEERIN				48585	02/24/2020			
11043418	0000002086	12495	02/15/2020	2,644.90	0.00	00009	2	2020		212.1440.0200	2,582.80
										212.1440.0200	62.10
0200.0000	AES NORTHEAST		SEWER MAIN PROJECT 4184				41660	02/24/2020		<b>Total Dist.</b>	<b>2,644.90</b>
11043419	0000002556	*****	02/11/2020	122.80	0.00	00001	2	2020		001.1640.0400	41.75
										004.1640.0400	40.52
										005.1640.0400	40.53
0200.0000	CENTURY LINEN & UNIFORM		YEARLY CONTRACT FOR UNIFORM SER				46905	02/24/2020		<b>Total Dist.</b>	<b>122.80</b>
11043420	0000005308	5247526	02/10/2020	2,143.89	0.00	00001	2	2020		001.1610.0402	186.08
										004.8310.0402	250.17
										005.8110.0402	250.38
										001.1490.0402	71.45
										001.1640.0402	65.10
										004.1640.0402	63.24
										005.1640.0402	63.31
										001.3120.0402	447.48
										001.3410.0402	316.40
										001.7180.0402	56.10
										001.7180.0402	56.91
										005.8120.0402	56.10
										005.8121.0402	56.10

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

PUR4095 1.0  
Page 4 of 9  
Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
11043420	0000005308									005.8130.0402	205.07
0200.0000	MAGNA5		TELEPHONE CHARGES				49654	2020	02/24/2020	<b>Total Dist.</b>	<b>2,143.89</b>
11043421	0000002229	804570756	02/07/2020	78.43	0.00	00001	2	2020		001.7260.0404	78.43
0200.0000	AMERIGAS PROPANE LP		PROPANE				49655	2020	02/24/2020		
11043422	0000003159	24004805	02/10/2020	2,323.60	0.00	00001	2	2020		001.3120.0860	1,161.80
										001.9060.0800	464.72
										004.9060.0800	348.54
										005.9060.0800	348.54
0200.0000	EXCELLUS HEALTH PLAN		PRESCRIPTION INS MARCH 2020-65+				49653	2020	02/24/2020	<b>Total Dist.</b>	<b>2,323.60</b>
11043423	0000004085	24005824	02/10/2020	1,581.52	0.00	00001	2	2020		001.3120.0860	790.76
										001.9060.0800	316.30
										004.9060.0800	237.23
										005.9060.0800	237.23
0200.0000	EXCELLUS BLUECROSS BLUESHIELD		HEALTH INS MARCH 2020-65+				49652	2020	02/24/2020	<b>Total Dist.</b>	<b>1,581.52</b>
11043424	0000005003	23984914	02/10/2020	33,907.99	0.00	00001	2	2020		001.3120.0860	13,749.00
										001.3410.0860	2,625.00
										001.9060.0800	4,383.49
										004.9060.0800	6,575.25
										005.9060.0800	6,575.25
0200.0000	EXCELLUS HEALTH PLAN - GROUP		HEALTH INS MARCH 2020				49651	2020	02/24/2020	<b>Total Dist.</b>	<b>33,907.99</b>
11043425	0000003537	MARCH	02/11/2020	288.00	0.00	00001	2	2020		001.3120.0870	288.00
0200.0000	STANDARD LIFE INSURANCE CO OF NY		DENTAL INS MARCH 2020-PD				49650	2020	02/24/2020		
11043426	0000001762	*****	02/05/2020	6,918.92	0.00	00001	2	2020		001.1640.0404	180.06
										004.1640.0404	174.76
										005.1640.0404	174.76
										001.3410.0404	781.94
										001.1620.0404	810.72
										001.5132.0404	263.42
										004.8320.0404	740.67
										005.8130.0404	2,200.84
										001.7260.0404	514.41
										005.8121.0404	954.24
										001.1620.0404.0405	123.10
0200.0000	ADIRONDACK ENERGY		FUEL OIL				49642	2020	02/24/2020	<b>Total Dist.</b>	<b>6,918.92</b>
11043427	0000004030	*****	01/25/2020	167.01	0.00	00001	2	2020		001.5110.0400	56.79
										004.8320.0400	55.11
										005.8120.0400	55.11

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

PUR4095 1.0

Page 5 of 9

Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
0200.0000	IBC, INC.		CLOTHING ALLOWANCE 19-20				49627	2020	02/24/2020	<b>Total Dist.</b>	<b>167.01</b>
11043428	0000005189 02192070729		02/19/2020	219.80	0.00	00001	2	2020		001.1640.0401	74.74
										004.1640.0401	72.53
										005.1640.0401	72.53
0200.0000	SNAP-ON		CUTTING WHEEL, KNIFE, PLIERS			M	49486	2020	02/24/2020	<b>Total Dist.</b>	<b>219.80</b>
11043429	0000000793 129110		02/20/2020	2,120.00	0.00	00001	2	2020		001.5142.0408	2,120.00
0200.0000	WARREN TIRE SERVICE CENTER		TIRES				49478	2020	02/24/2020		
11043430	0000003544 121271		02/03/2020	1,047.81	0.00	00009	2	2020		101.8686.0200	1,047.81
0200.0000	LANDSCAPE FORMS, INC.		LWRP STREETScape, CHAIRS, TABLE				49648	2020	02/24/2020		
11043431	0000000172 119186		02/10/2020	280.17	0.00	00001	2	2020		004.8340.0401	129.31
										001.5132.0401	150.86
0200.0000	SHARE CORPORATION		HEADLAMP, HAND SOAP				49218	2020	02/24/2020	<b>Total Dist.</b>	<b>280.17</b>
11043432	0000001198 ****		01/31/2020	272.26	0.00	00001	2	2020		005.8130.0401	272.26
0200.0000	USA BLUE BOOK		SULFURIC ACID, HYDROCHLORIC ACID,				49278	2020	02/24/2020		
11043433	0000002250 1821072		02/04/2020	332.96	0.00	00001	2	2020		005.8120.0408	332.96
0200.0000	PEIRCE EAGLE EQUIPMENT CO.		HOSE WELDMENT END, GASKET				49467	2020	02/24/2020		
11043434	0000000088 ****		02/07/2020	428.98	0.00	00001	2	2020		001.5142.0408	428.98
0200.0000	KAMAN INDUSTRIAL TECHNOLOGIES		BEARINGS				49470	2020	02/24/2020		
11043435	0000000102 25890		02/12/2020	47.95	0.00	00001	2	2020		001.3120.0401	47.95
0200.0000	LOOSELEAF LAW PUBLICATION		PENAL AND CRIMINAL LAW PROCEDURI				48486	2020	02/24/2020		
11043436	0000001149 54362		01/31/2020	315.50	0.00	00001	2	2020		001.7260.0401	315.50
0200.0000	COMPASS PRINTING PLUS		TUBING TICKETS				49584	2020	02/24/2020		
11043437	0000300009 274524		02/14/2020	58.98	0.00	00001	2	2020		001.5142.0408	58.98
0200.0000	MOUNTAIN VIEW EQUIPMENT, LLC		YELLOW JOHN DEERE PAINT				49477	2020	02/24/2020		
11043438	0000003225 226955W		02/12/2020	717.23	0.00	00001	2	2020		001.5142.0408	717.23
0200.0000	BEAM MACK		SHIFTER ASSEMBLY				49471	2020	02/24/2020		
11043439	0000003284 6025		02/14/2020	188.84	0.00	00001	2	2020		001.5142.0408	188.84
0200.0000	EVERGREEN AUTO CENTER		BOLTS				49472	2020	02/24/2020		
11043440	0000001805 451038		02/14/2020	260.00	0.00	00001	2	2020		001.7260.0408	260.00
0200.0000	JERRY BROWN'S AUTO PARTS		BLACK GRILL				49475	2020	02/24/2020		
11043441	0000006479 9393		01/27/2020	7.99	0.00	00001	2	2020		001.5142.0408	7.99
0200.0000	ADVANCE AUTO PARTS		BLANKET PO FOR JANUARY 2020				48800	2020	02/24/2020		
11043442	0000000793 128844		02/13/2020	353.64	0.00	00001	2	2020		001.5142.0408	353.64
0200.0000	WARREN TIRE SERVICE CENTER		DURATRAX TIRES, STUDDING				49473	2020	02/24/2020		

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

## VILLAGE OF SARANAC LAKE

PUR4095 1.0

Page 6 of 9

Prepared By: DKSAYLES

## Voucher Summary Report

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
11043443 0200.0000	0000000793 WARREN TIRE SERVICE CENTER	128859	02/14/2020 O-RINGS	60.00	0.00	00001	2 49476	2020	02/24/2020	001.5142.0408	60.00
11043444 0200.0000	0000000133 HAUN WELDING SUPPLY, INC	6800138	02/18/2020 WELDING SUPPLIES	35.37	0.00	00001	2 48283	2020	02/24/2020	001.1640.0400 004.1640.0400 005.1640.0400 <b>Total Dist.</b>	12.03 11.67 11.67 <b>35.37</b>
11043445 0200.0000	0000003033 AMCHAR WHOLESale, INC.	938781	01/21/2020 LUGER AMMO, PRACTICE AMMO	2,152.96	0.00	00001	2 48523	2020	02/24/2020	001.3120.0401	2,152.96
11043446 0200.0000	0000001572 SYMQUEST GROUP, INC.	34951991	02/19/2020 COPIER LEASE-PD	80.22	0.00	00001	2 48710	2020	02/24/2020	001.3120.0400	80.22
11043447 0200.0000	0000000102 LOOSELEAF LAW PUBLICATION	24839	12/30/2019 POLICE MANUALS, PENAL LAW, V&T LA	144.50	0.00	00001	2 48516	2020	02/24/2020	001.3120.0401	144.50
11043448 0200.0000	0000003381 ADIRONDACK TECHS. LLC	*****	02/01/2020 2019-2020 IT SERVICES	1,905.44	0.00	00001	2 48731	2020	02/24/2020	001.1680.0400 004.8310.0400 005.8110.0400 <b>Total Dist.</b>	635.15 635.15 635.14 <b>1,905.44</b>
11043449 0200.0000	0000005253 MOUNTAIN MEDICAL SERVICES, PLLC.	6721K1798	02/01/2020 PHYSICALS, DRUG SCREENS	1,122.00	0.00	00001	2 49643	2020	02/24/2020	001.7260.0400 004.8310.0400 005.8110.0400 <b>Total Dist.</b>	606.00 258.00 258.00 <b>1,122.00</b>
11043450 0200.0000	0000000006 ADIRONDACK DAILY ENTERPRISE	350972	01/31/2020 PISGAH ADS	175.00	0.00	00001	2 49644	2020	02/24/2020	001.7260.0400	175.00
11043451 0200.0000	0000000134 NATIONAL GRID	22387-73103	02/03/2020 ELECTRIC CHARGES	87.00	0.00	00001	2 42972	2020	02/24/2020	001.8989.0403	87.00
11043452 0200.0000	0000000025 W.B. MASON CO., INC.	207351561	01/30/2020 BLACK PENS, ENVELOPE MOISTENER	16.75	0.00	00001	2 49549	2020	02/24/2020	001.1610.0401 004.8310.0401 005.8110.0401 <b>Total Dist.</b>	5.69 5.53 5.53 <b>16.75</b>
11043453 0200.0000	0000000025 W.B. MASON CO., INC.	*****	01/14/2020 TASK CHAIRS, CHAIR MAT	398.72	0.00	00001	2 49548	2020	02/24/2020	001.1410.0401 001.8010.0401 <b>Total Dist.</b>	170.24 228.48 <b>398.72</b>
11043454 0200.0000	0000000186 TOWN OF HARRIETSTOWN	MARCH	03/01/2020 ANNUAL LEASE OF OFFICE SPACE 2019	2,826.00	0.00	00001	2 49358	2020	02/24/2020	001.1610.0418 004.8310.0418 005.8110.0418 <b>Total Dist.</b>	960.84 932.58 932.58 <b>2,826.00</b>

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

PUR4095 1.0  
Page 7 of 9  
Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period PO No.	Year	Check No. Due/Check Date	Account No.	Amount
11043455	0000002208	MARCH	03/01/2020	1,757.49	0.00	00001	2	2020		001.5650.0400	409.50
	0200.0000	MBF2, INC	2019/2020 ANNUAL LEASE 'SEARS' PARK				48636	02/24/2020		004.5650.0400	673.99
										005.5650.0400	674.00
										<b>Total Dist.</b>	<b>1,757.49</b>
11043456	0000005149	10778	02/05/2020	2,581.34	0.00	00001	2	2020		005.8130.0401	2,581.34
	0200.0000	CLEAN WATERS, INC.	ANNUAL POLYMER USAGE FOR SLUDGE				48664	02/24/2020			
11043457	0000003442	*****	01/06/2020	186.39	0.00	00001	2	2020		001.3120.0401	186.39
	0200.0000	WARRENSBURG LAUNDRY & DRY CLEANING,	ANNUAL DRY CLEANING				47227	02/24/2020			
11043458	0000001667	*****	01/31/2020	68.00	0.00	00001	2	2020		005.8130.0406	68.00
	0200.0000	NEW YORK RURAL WATER	BASIC ELECTRICITY-03/18/20-CATALANC				49280	02/24/2020			
11043459	0000001667	34673	01/31/2020	100.00	0.00	00001	2	2020		005.8130.0406	100.00
	0200.0000	NEW YORK RURAL WATER	LAB TRAINING-CRAIG CATALANO 04/22/20				49279	02/24/2020			
11043460	0000003564	891881	02/10/2020	100.00	0.00	00001	2	2020		004.8340.0400	50.00
										005.8110.0400	50.00
	0200.0000	O'BRIEN, JACOB	CDL REIMBURSEMENT PER UNION CON				49641	02/24/2020		<b>Total Dist.</b>	<b>100.00</b>
11043461	0000000025	207517336	02/04/2020	26.36	0.00	00001	2	2020		001.1610.0401	8.96
										004.8310.0401	8.70
										005.8110.0401	8.70
	0200.0000	W.B. MASON CO., INC.	CLOROX WIPES				49628	02/24/2020		<b>Total Dist.</b>	<b>26.36</b>
11043462	0000003147	3092	01/30/2020	1,199.88	0.00	00001	2	2020		004.8320.0400	1,199.88
	0200.0000	HYDROSOURCE ASSOC, INC.	CONSULTATION FOR PW1 AND PW4.				49273	02/24/2020			
11043463	0000001572	1465263	02/18/2020	41.50	0.00	00001	2	2020		001.1490.0401	14.10
										004.8340.0401	13.70
										005.8120.0401	13.70
	0200.0000	SYMQUEST GROUP, INC.	SVC CHARGES-WWTP, CENTRAL				49662	02/24/2020		<b>Total Dist.</b>	<b>41.50</b>
11043464	0000001662	001	02/24/2020	5,550.00	0.00	00001	2	2020		001.0001.2002.1114	5,550.00
	0200.0000	FRIENDS OF MT PISGAH, INC	2019/2020 LOCKER RENTALS				49661	02/24/2020			
11043465	0000003537	MARCH	02/14/2020	771.86	0.00	00001	2	2020		001.9070.0800	308.74
										004.9070.0800	231.56
										005.9070.0800	231.56
	0200.0000	STANDARD LIFE INSURANCE CO OF NY	DENTAL INS MARCH 2020-ADMIN				49663	02/24/2020		<b>Total Dist.</b>	<b>771.86</b>
11043466	0000003167	*****	01/03/2020	750.00	0.00	00001	2	2020		005.8130.0401	750.00
	0200.0000	BENEFACOR FUNDING CORP	SPDES REQUIRED TESTING AT WWTP				47446	02/24/2020			
11043467	0000003167	*****	01/09/2020	200.00	0.00	00001	2	2020		004.8330.0401	200.00
	0200.0000	BENEFACOR FUNDING CORP	RAW WATER & WATER QUALITY TESTIN				44220	02/24/2020			

# VILLAGE OF SARANAC LAKE

## Voucher Summary Report

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID Period	Year PO No.	Check No. Due/Check Date	Account No.	Amount
-----------------------------	--------------------------	-------------	--------------------------------	--------------	-----------------------	--------------------	----------------	-----------------------------	-------------	--------

Total Vouchers reported: 86

Total GL Detail Reported 169,499.69  
Total Amount All Vouchers 169,499.69

Fund	Cash Item		Regular	Prepaid	Wire Transfer	----- Direct Pay -----		Total
						Outstanding	Paid	
001 - GENERAL FUND								
	0200.0000	VILLAGE	61,066.83	0.00	0.00	0.00	0.00	61,066.83
		<b>Fund Total</b>	61,066.83	0.00	0.00	0.00	0.00	61,066.83
004 - WATER FUND								
	0200.0000	VILLAGE	16,939.31	0.00	0.00	0.00	0.00	16,939.31
		<b>Fund Total</b>	16,939.31	0.00	0.00	0.00	0.00	16,939.31
005 - SEWER FUND								
	0200.0000	VILLAGE	28,046.41	0.00	0.00	0.00	0.00	28,046.41
		<b>Fund Total</b>	28,046.41	0.00	0.00	0.00	0.00	28,046.41
010 - TRUST AND AGENCY FUND								
	0200.0000	VILLAGE	59,754.43	0.00	0.00	0.00	0.00	59,754.43
		<b>Fund Total</b>	59,754.43	0.00	0.00	0.00	0.00	59,754.43
101 - UDAG PROGRAM INCOME GRANT								
	0200.0000	VILLAGE	1,047.81	0.00	0.00	0.00	0.00	1,047.81
		<b>Fund Total</b>	1,047.81	0.00	0.00	0.00	0.00	1,047.81
212 - LWCS SEWERPROJECTS								
	0200.0000	VILLAGE	2,644.90	0.00	0.00	0.00	0.00	2,644.90
		<b>Fund Total</b>	2,644.90	0.00	0.00	0.00	0.00	2,644.90
<b>Grand Totals</b>			169,499.69	0.00	0.00	0.00	0.00	169,499.69
<b>Grand Total Regular, Prepaid, Wire Transfer and Direct Pay</b>			169,499.69					

Date Prepared: 02/24/2020 01:10 PM

Report Date: 02/24/2020

# VILLAGE OF SARANAC LAKE

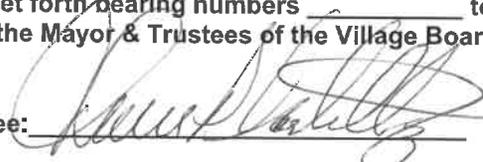
## Voucher Summary Report

PUR4095 1.0  
Page 9 of 9  
Prepared By: DKSAYLES

Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID PO No.	Period Due/Check Date	Year	Check No.	Account No.	Amount	
----- Direct Pay -----												
<b>Fund</b>				<b>Regular</b>		<b>Prepaid</b>		<b>Wire Transfer</b>		<b>Outstanding</b>	<b>Paid</b>	<b>Total</b>
001 - GENERAL FUND	VILLAGE			61,066.83		0.00		0.00		0.00	0.00	61,066.83
004 - WATER FUND	VILLAGE			16,939.31		0.00		0.00		0.00	0.00	16,939.31
005 - SEWER FUND	VILLAGE			28,046.41		0.00		0.00		0.00	0.00	28,046.41
010 - TRUST AND AGENCY FUND	VILLAGE			59,754.43		0.00		0.00		0.00	0.00	59,754.43
101 - UDAG PROGRAM INCOME GRANT	VILLAGE			1,047.81		0.00		0.00		0.00	0.00	1,047.81
212 - LWCS SEWERPROJECTS	VILLAGE			2,644.90		0.00		0.00		0.00	0.00	2,644.90
<b>Grand Totals</b>				169,499.69		0.00		0.00		0.00	0.00	169,499.69
<b>Grand Total Regular, Prepaid, Wire Transfer and Direct Pay</b>				169,499.69								

### ABSTRACT OF CLAIMS FOR VILLAGE OF SARANAC LAKE

The claims set forth bearing numbers \_\_\_\_\_ to \_\_\_\_\_ have been audited and allowed by us being the Mayor & Trustees of the Village Board.

Mayor/Trustee:  Date: 02-24-2024

TO THE TREASURER OF THE VILLAGE

You are hereby authorized and directed to pay to the order of the following vendors the various amounts in payment of Claims hereinafter set forth, numbered the same as above inclusive, which have been audited and allowed and are chargeable to the fund and appropriation account as designated.



# Saranac Lake Police Department

1 Main Street  
Saranac Lake, NY 12983-1795



Telephone: (518) 891-4428  
Fax: (518) 891-6321

## SARANAC LAKE POLICE DEPARTMENT – ACTIVITY REPORT

02/12/20

### January 2020

Total Calls for service:	*200
Total Arrests:	15
Mental Hygiene Law Arrests: (Included in total)	1
Accident Investigations:	9

### **Administrative:**

Patrolman Sharlow in last phase of FTO training  
Planning and organizing detail for Winter Carnival 2020

### **Special Events:**

2019 First Night – Policed Events and Fireworks

\*Calls for service do not include walk-ins at the station, traffic stops, parking tickets, other interaction with the public which does not necessitate documentation.

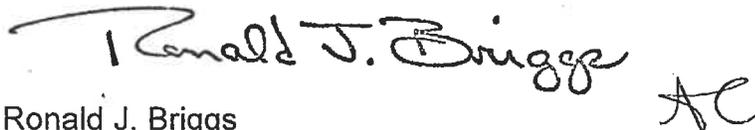
Public Officials-Notice of Public Hearing  
February 14, 2020  
Page 2

Ladies and Gentlemen:

You are hereby receiving notice of the public hearing pertaining to the above-captioned local law in accordance with New York Town Law §264, New York General Municipal Law 239-l, and New York General Municipal Law 239-m. Said hearing will occur on Tuesday, February 25, 2020 at 6:00 p.m. at the Conference Center in Lake Placid. Additional details of this hearing are contained in the enclosed notice.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in cursive script that reads "Ronald J. Briggs". To the right of the signature are the initials "AC" also written in cursive.

Ronald J. Briggs  
Attorney for the Town of North Elba

RJB:aec

enc.

TOWN OF NORTH ELBA



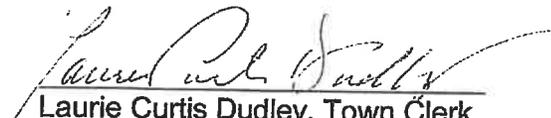
LAKE PLACID VILLAGE, INC.

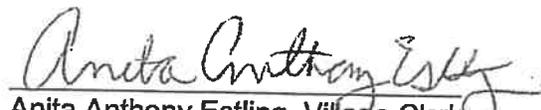
**NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that the Village Board of the Village of Lake Placid and Town Board of the Town of North Elba will hold a public hearing on Tuesday, February 25, 2020 at 6:00 p.m. at the Conference Center, 2608 Main Street, 2<sup>nd</sup> Floor, Lake Placid, New York, to consider a local law regarding vacation rentals in the Village of Lake Placid/Town of North Elba.

The text of the proposed local law is available for inspection by any interested person at the Offices of the Village Clerk or Town Clerk, 2693 Main Street, Lake Placid, New York as well [www.northelba.org](http://www.northelba.org) and [www.villageoflakeplacid.ny.gov](http://www.villageoflakeplacid.ny.gov).

All interested persons are invited to attend the public hearing, and will be given an opportunity to be heard. If you plan read a prepared statement please bring a copy to provide to the Clerk for the accuracy of the minutes.

  
Laurie Curtis Dudley, Town Clerk

  
Anita Anthony Estling, Village Clerk

Dated: February 12, 2020

JAY RAND  
SUPERVISOR  
LAURIE C. DUDLEY  
TOWN CLERK/ TAX COLLECTOR  
523-2162  
JACK FAVRO  
DEREK DOTY  
RICHARD CUMMINGS  
EMILY KILBURN POLITI  
TOWN COUNCIL  
KENNETH PORTER  
SUPT. OF HIGHWAYS  
523-9081  
CATHERINE EDMAN  
BUDGET OFFICER  
523-9517

## TOWN OF NORTH ELBA

2693 MAIN STREET  
LAKE PLACID, NEW YORK 12946  
phone: (518) 523-9516 fax: (518) 523-9569  
web: www.northelba.org



EUGENE MARTIN  
PARK DIST. MGR.  
523-2591  
MIKE ORTICELLE  
DARCI LAFAVE  
CODE ENFORCEMENT OFFICIALS  
523-9518  
TODD ANTHONY  
ASSESSOR  
TEL: 523-1975  
FAX: 523-9821  
TOWN COURT OFFICE  
523-2141  
RONALD J. BRIGGS  
ATTORNEY FOR THE TOWN

February 14, 2020

Ms. Anita Estling  
Village of Lake Placid Clerk  
2693 Main Street  
Lake Placid, New York 12946

Ms. Patricia Gillmett  
Harrietstown Town Clerk  
39 Main Street  
Saranac Lake, New York 12983

Mr. Gerald Bruce  
Wilmington Town Clerk  
P.O. Box 180  
Wilmington, New York 12997

Ms. Mary Pound  
Newcomb Town Clerk  
5639 NY-28N  
Newcomb, New York 12852

Ms. Penny Premo, Clerk  
Franklin County Board of Legislators  
355 West Main Street, Suite 409  
Malone, New York 12953

Ms. Anna Reynolds  
Essex County Planning  
P.O. Box 217  
Elizabethtown, NY 12932

Ms. Kareen Tyler  
Village of Saranac Lake Clerk  
39 Main Street, Suite 9  
Saranac Lake, New York 12983

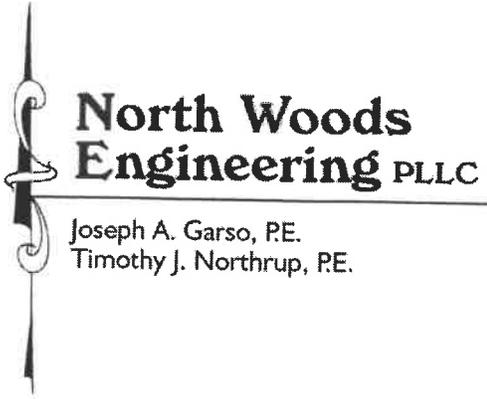
Ms. Barbara Darrah  
St. Armand Town Clerk  
P.O. Box 338  
Bloomingdale, New York 12913

Ms. Ellen Estes  
Keene Town Clerk  
10892 NYS Route 9N  
Keene, New York 12942

Ms. Judith A. Garrison, Clerk  
Essex County Board of Supervisors  
P.O. Box 217  
Elizabethtown, New York 12932

Terry Martino, Executive Director  
Adirondack Park Agency  
P.O. Box 99  
Ray Brook, NY 12977

Re: Town of North Elba Local Law  
Amending the Village of Lake Placid/Town of North Elba Land Use Code  
To Add Regulations Pertaining to Short-Term Rentals



# North Woods Engineering PLLC

Joseph A. Garso, P.E.  
Timothy J. Northrup, P.E.

31 January 2020

Mr. John Sweeney, Village Manager  
Village of Saranac Lake  
39 Main Street  
Saranac Lake, NY 12983

Subject: Village Police Department Renovation and Addition

Dear Mr. Sweeney,

Our office has completed schematic design on the proposed renovation and addition to the Police Department building. Our development of the addition was based on the outline provided in our original proposal. The base design scheme was to provide an addition to the west side of the building that included an accessible public toilet room, administration office, and a breakout space that can be separated by an operable partition. Based on these parameters, we have found a number of issues that makes the location and size of the proposed addition problematic.

**Shoreline Setback**

1-3 Main Street is located directly adjacent to the Saranac River shoreline. Any addition of the western end of the building will be within the 50-foot Hamlet shoreline setback. This will require a variance from the Adirondack Park Agency. Variance approval with the APA may be achievable, but additional planning and permitting effort will be required.

**Addition Size and Existing Site Feature Interference**

The physical room for the addition is limited on the west side of the building by multiple factors. Access must be maintained to the hydro plant doors for future turbine removal. A minimum 10-foot access aisle was used for vehicle access and removal. This width is not ideal, but was used as an absolute minimum to site obstructions. The site obstructions include a shed, NG utility pole, generator, and potentially the 2000-gallon under-ground fuel tank.

The generator requires relocation. The clearance to the National Grid power pole is at 10 feet. Acceptable clearance and/or easement to this pole will require verification with National Grid.

**Summary**

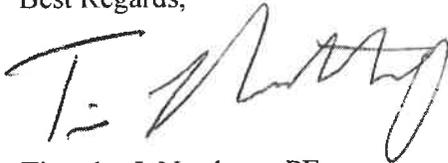
With the presented design we have tried to balance these limitations, but given the site obstructions, it is our opinion the size of addition would not meet the needs of the Police

Department. To provide office and break-out spaces with sufficient square footage, requires removal of the shed and relocation of the NG pole.

Alternatively, a portion of the 1<sup>st</sup> floor of 3 Main could be used to provide the required space.

Please let us know if you have any questions, or wish us to discuss this matter further.

Best Regards,

A handwritten signature in black ink, appearing to read 'T. Northrup', written in a cursive style.

Timothy J. Northrup, PE

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

SUBJECT: Police Chief Promotion  
FOR AGENDA OF

DEPT OF ORIGIN: Manager BILL # 21-2020

DATE SUBMITTED: \_\_\_\_\_ EXHIBITS: \_\_\_\_\_

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED: \$74,000.00

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED:

**SUMMARY STATEMENT**

Authorize Village of Saranac Lake promotion of Sgt. James Joyce to Police Chief, to begin officially March 4, 2020 as per attached contract.

**RECOMMENDED ACTION**

APPROVAL OF RESOLUTION

MOVED BY: Unanimous      SECONDED BY: Unanimous

VOTE ON ROLL CALL:

MAYOR RABIDEAU

TRUSTEE LITTLE

TRUSTEE MURPHY

TRUSTEE SHAPIRO

TRUSTEE CATILLAZ

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ } all in favor



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)

February 24, 2020

Mr. James M. Joyce

Dear Mr. Joyce,

I am pleased to offer you the position of Police Chief with the Village of Saranac Lake at an annual salary of \$74,000.00 pending a determination from the New York State Attorney General regarding the interpretation of General Municipal Law 207-m and starting salaries for incoming Police Chiefs in particular as well as the following terms:

Leave Accruals:

You will be allowed to carry your current leave accruals in your position as Police Sergeant to the position of Police Chief.

Vacation Leave:

You will continue to accrue twenty (20) vacation leave days per year and may accumulate vacation leave credits to a maximum of eight (8) weeks.

Sick Leave:

You will be credited with one day of paid sick leave each month and may accumulate sick leave credits to a maximum of 165 (one-hundred sixty –five) days.

Personal Leave:

You will be credited with the equivalent of three days paid personal leave per year and may accumulate a maximum of six (6) days.

Medical Insurance:

Effective January 1, 2020 Police will pay 12.5% of the premium for the selected plan (individual/dependent coverage), with the village paying the remaining premium cost. Effective January 1, 2021 and thereafter police will pay 15% of the premium for the selected plan (individual/dependent coverage), with the village paying the remaining premium cost. Upon retirement, the Village shall provide fully paid individual health insurance for the employee only.

Fringe Benefits:

You are also entitled to all other benefits provided in the Village of Saranac Lake Employee Handbook.

Uniform Allowance:

You will be offered a uniform allowance each fiscal year of \$600.00. The uniform allowance checks will be issued following the audit of the regular June meeting of the Village Board of Trustees.

Probationary Period:

Your probationary period begins on your official start date of March 4<sup>th</sup>, 2020 continues for a period of twenty-six (26) weeks.

If you are in agreement and accept to the above terms of employment please sign below and return.

Congratulations and good luck in your new position.

Sincerely,

John M. Sweeney,  
Village Manager

I \_\_\_\_\_, hereby accept the above terms of employment with all conditions.

\_\_\_\_\_  
James M. Joyce

\_\_\_\_\_  
Date

cc: Karen Tyler, Village Clerk  
Elizabeth Benson, Village Treasurer  
Personnel File

**VILLAGE OF SARANAC LAKE  
BOARD OF TRUSTEES  
AUTHORIZING VILLAGE MANAGER TO EXECUTE CONTRACT WITH ETS  
FOR TEMPORARY ACCOUNT CLERK POSITION**

SUBJECT: TEMP ACCOUNT CLERK FOR AGENDA OF 2/24/2020  
DEPT OF ORIGIN: VILLAGE MANAGER BILL # 22-2020  
DATE SUBMITTED: 2/18/2020 EXHIBITS: ETS Staffing Agreement

APPROVED AS TO FORM:

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

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

---

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: \$13,000	BUDGETED: \$13,000	REQUIRED: \$0

---

**SUMMARY STATEMENT**

Authorization of Village Manager to execute contract with ETS, Inc. who will provide a Temporary Account Clerk to cover permanent employee extended leave of estimated three months.

**RECOMMENDED ACTION**

APPROVAL OF RESOLUTION

MOVED BY: Little SECONDED BY: Catillaz

VOTE ON ROLL CALL:

MAYOR RABIDEAU \_\_\_\_\_  
TRUSTEE CATILLAZ YES  
TRUSTEE LITTLE YES  
TRUSTEE MURPHY YES  
TRUSTEE SHAPIRO YES

**VILLAGE OF SARANAC LAKE  
BOARD OF TRUSTEES  
RESOLUTION AUTHORIZING VILLAGE MANAGER TO EXECUTE CONTRACT  
WITH ETS FOR TEMPORARY ACCOUNT CLERK POSITION**

**WHEREAS**, the Village of Saranac Lake employs a full time Account Clerk who will be on extended leave from approximately April 19 through July 10, and

**WHEREAS**, the Village of Saranac Lake seeks to cover the Account Clerk position with a temporary arrangement, and

**WHEREAS**, ETS, Inc., a staffing firm in Plattsburgh, can recruit, screen, interview, hire, and assign an employee in a Temporary Account Clerk position, and

**WHEREAS**, the Village Attorney has reviewed the attached contract agreement,

**NOW, THEREFORE IT BE RESOLVED**, the Saranac Lake Village Board of Trustees authorizes the Village Manager to execute a contract with ETS, Inc. to hire a Temporary Account Clerk for an estimated three month period.



Staffing • Recruiting • Consulting

## General Staffing Agreement

**ETS, Inc.**, with its principal office located at **186 US Oval, Plattsburgh, NY 12903** ("STAFFING FIRM"), and **The Village of Saranac Lake** with its principal office located at **39 Main Street, Suite 9, Saranac Lake, NY 12983** (CLIENT) agree to the terms and conditions set forth in this Staffing Agreement (the "Agreement").

### STAFFING FIRM

#### 1. Duties and Responsibilities

STAFFING FIRM will

- a. Recruit, screen, interview, hire, and assign its employees ("Assigned Employees") to perform the type of work described on Exhibit A under CLIENT's supervision at the locations specified on Exhibit A and will, as the common law employer of Assigned Employees, be responsible for the following;
- b. Pay Assigned Employees' wages and provide them with the benefits that STAFFING FIRM offers to them;
- c. Pay, withhold, and transmit payroll taxes; provide unemployment insurance and workers' compensation benefits; and handle unemployment and workers' compensation claims involving Assigned Employees;
- d. Comply with federal, state and local labor and employment laws applicable to Assigned Employees, including the Immigration Reform and Control Act of 1986; the Internal Revenue Code ("Code"); the Employee Retirement Income Security Act ("ERISA"); the Health Insurance Portability and Accountability Act ("HIPAA"); the Family Medical Leave Act; Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act; the Fair Labor Standards Act; the Consolidated Omnibus Budget Reconciliation Act ("COBRA"); the Uniformed Services Employment and Reemployment Rights Act of 1994; and, as set forth in subparagraph g. below, the Patient Protection and Affordable Care Act (ACA).
- e. Comply with all provisions of the ACA applicable to Assigned Employees, including the employer shared responsibility provisions relating to the offer of "minimum essential coverage" to "full-time" employees (as those terms are defined in Code §4980H and related regulations) and the applicable employer information reporting provisions under Code §6055 and §6056 and related regulations.
- f. HOLIDAYS, VACATIONS, AND PLANT CLOSINGS: ETS will not bill the CLIENT for holidays, vacations or for any plant closings, unless otherwise specifically agreed upon.
- g. CLIENT Executive: ETS shall designate and provide at no charge to CLIENT an ETS official to serve as liaison with CLIENT in overseeing the implementation of this agreement.
- h. Selection and Background Checks: ETS shall recruit, interview, test, screen, and ensure compliance with legally required pre-employment obligations for all Assigned Employees to be assigned to CLIENT's facilities prior to their assignment at CLIENT.

[www.etsjobs.com](http://www.etsjobs.com)



Staffing • Recruiting • Consulting

- i. Reports: ETS shall produce such reports as CLIENT may reasonable request pertaining to Assigned Employees. ETS shall furnish to CLIENT any other reports in such formats and at such intervals as CLIENT may reasonably request.

## 1.2 Right to Control

In addition to STAFFING FIRM'S duties and responsibilities set forth in paragraph 1, STAFFING FIRM, as the common law employer, has the right to physically inspect the work site and work processes; to review and address, unilaterally or in coordination with CLIENT, Assigned Employee work performance issues; and to enforce STAFFING FIRM's employment policies relating to Assigned Employee conduct at the worksite.

## CLIENT

### 2. Duties and Responsibilities

CLIENT will

- a. Properly supervise Assigned Employees performing its work and be responsible for its business operations, products, services, and intellectual property;
- b. Properly supervise, control, and safeguard its premises, processes, or systems, and not permit Assigned Employees to operate any vehicle or mobile equipment, or entrust them with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments, or other valuables without STAFFING FIRM's express prior written approval or as strictly required by the job description provided to STAFFING FIRM. If driving approval is granted in writing, CLIENT will not permit assigned employees to operate a vehicle outside of the state of New York and Vermont unless provided written permission in advance;
- c. Provide Assigned Employees with a safe work site and provide appropriate information, training, and safety equipment with respect to any hazardous substances or conditions to which they may be exposed at the work site; Because CLIENT controls the facilities in which Assigned Employees work, it is agreed that CLIENT is primarily responsible for compliance with the Occupational Safety and Health Act and comparable state laws and regulations thereunder, to the extent those laws apply to Assigned Employees assigned to CLIENT's facility, except as may be otherwise agreed in writing signed by the parties hereto. Any such agreement shall be included as an addendum to this agreement.
- d. Not change Assigned Employees' job duties without STAFFING FIRM's express prior written approval; and
- e. Exclude Assigned Employees from CLIENT's benefit plans, policies, and practices, and not make any offer or promise relating to Assigned Employees' compensation or benefits.



Staffing • Recruiting • Consulting

### Joint Responsibilities

3. CLIENT and ETS affirm and agree that they are equal employment opportunity employers and are in full compliance with any and all applicable anti-discrimination laws, rules, and regulations. CLIENT and ETS agree not to harass, discriminate against, or retaliate against any employee of the other because of his or her race, national origin, age, sex, religion, disability, marital status, or other category protected by law; nor shall either party cause or request the other party to engage in such discrimination, harassment, or retaliation. In the event of any complaint of unlawful discrimination, harassment, or retaliation by any Assigned Employee, CLIENT and ETS agree to cooperate in the prompt investigation and resolution of such complaint.

CLIENT and ETS agree that for purposes of all statutory and regulatory requirements for employee leaves of absence, including the Family and Medical Leave Act and any similar state or local law, CLIENT and ETS shall cooperate in compliance with any such requirements.

### Payment Terms, Bill Rates, and Fees

4. CLIENT will pay STAFFING FIRM for its performance at the rates set forth on Exhibit A and will also pay any additional costs or fees set forth in this Agreement. STAFFING FIRM will invoice CLIENT for services provided under this Agreement on a weekly basis. Payment is due on receipt of invoice. Invoices will be supported by the pertinent time sheets or other agreed system for documenting time worked by the Assigned Employees. CLIENT's signature or other agreed method of approval of the work time submitted for Assigned Employees certifies that the documented hours are correct and authorizes STAFFING FIRM to bill CLIENT for those hours. If a portion of any invoice is disputed, CLIENT will pay the undisputed portion.

Unpaid invoices accrue late charges after 30 days from the date of receipt at the rate of 1.5% per month (Annual Percentage rate of 18%) or the maximum legal rate, whichever is higher.

Overtime will be billed at Time and a Half.

ETS guarantees the quality and ability of the Assigned Employee requested by CLIENT. If CLIENT is unsatisfied with said employee, CLIENT must report said dissatisfaction to ETS within the first four hours of employment. Employee will be replaced by ETS and CLIENT will not be billed for the first four hours of employment.

ETS Call-in Pay. An assigned employee who by request or permission of the CLIENT reports for work on any day shall be paid for at least four hours, or the number of hours in the regularly scheduled shift, whichever is less, at their current pay rate.

5. Assigned Employees are presumed to be nonexempt from laws requiring premium pay for overtime, holiday work, or weekend work. STAFFING FIRM will charge CLIENT special rates for premium work time only when an Assigned Employee's work on assignment to CLIENT, viewed by itself, would legally require premium pay and CLIENT has authorized, directed, or allowed the Assigned Employee to work such premium work time. CLIENT's special billing rate for premium hours will be the same multiple of the regular billing rate as STAFFING FIRM is required to apply to the Assigned Employee's regular pay rate. (For example, when federal law requires 150% of pay for work exceeding 40 hours in a week, CLIENT will be billed at 150% of the regular bill rate.)

[www.etsjobs.com](http://www.etsjobs.com)



Staffing • Recruiting • Consulting

6. If CLIENT uses the services of any Assigned Employee as its direct employee, as an independent contractor, or through any person or firm other than STAFFING FIRM during or within **680 hours** after any assignment of the Assigned Employee to CLIENT from STAFFING FIRM, CLIENT must notify STAFFING FIRM and (a) continue the Assigned Employee's assignment from STAFFING FIRM for his or her remaining hours such that **680** total work hours will be billed to CLIENT; or (b) pay STAFFING FIRM a fee in the amount of the bill rate minus the pay rate times the remaining hours for that Assigned Employee.

Any and all candidates introduced through STAFFING FIRM and hired within one year from date of introduction are subject to the fees stated above. "Introduced" includes names forwarded or discussed, resumes submitted, and candidates interviewed with the CLIENT.

7. In addition to the bill rates specified in Exhibit A of this Agreement, CLIENT will pay STAFFING FIRM the amount of all new or increased labor costs associated with CLIENT's Assigned Employees that STAFFING FIRM is legally required to pay—such as wages, benefits, payroll taxes, social program contributions, or charges linked to benefit levels—until the parties agree on new bill rates.

#### **Confidential Information**

8. Both parties may receive information that is proprietary to or confidential to the other party or its affiliated companies and their clients. Both parties agree to hold such information in strict confidence and not to disclose such information to third parties or to use such information for any purpose whatsoever other than performing under this Agreement or as required by law. No knowledge, possession, or use of CLIENT's confidential information will be imputed to STAFFING FIRM as a result of Assigned Employees' access to such information.

#### **Cooperation**

9. The parties agree to cooperate fully and to provide assistance to the other party in the investigation and resolution of any complaints, claims, actions, or proceedings that may be brought by or that may involve Assigned Employees.

#### **Indemnification and Limitation of Liability**

10. To the extent permitted by law, STAFFING FIRM will defend, indemnify, and hold CLIENT and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by STAFFING FIRM's breach of this Agreement; its failure to discharge its duties and responsibilities set forth in paragraph 1; or the negligence, gross negligence, or willful misconduct of STAFFING FIRM or STAFFING FIRM's officers, employees, or authorized agents in the discharge of those duties and responsibilities.
11. To the extent permitted by law, CLIENT will defend, indemnify, and hold STAFFING FIRM and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by CLIENT's breach of this Agreement; its failure to discharge its duties and responsibilities set forth in paragraph 2; or the negligence,



Staffing • Recruiting • Consulting

gross negligence, or willful misconduct of CLIENT or CLIENT's officers, employees, or authorized agents in the discharge of those duties and responsibilities.

12. Neither party shall be liable for or be required to indemnify the other party for any incidental, consequential, exemplary, special, punitive, or lost profit damages that arise in connection with this Agreement, regardless of the form of action (whether in contract, tort, negligence, strict liability, or otherwise) and regardless of how characterized, even if such party has been advised of the possibility of such damages.
13. As a condition precedent to indemnification, the party seeking indemnification will inform the other party within thirty business days after it receives notice of any claim, loss, liability, or demand for which it seeks indemnification from the other party; and the party seeking indemnification will cooperate in the investigation and defense of any such matter.
14. The provisions in paragraphs 9 through 13 of this Agreement constitute the complete agreement between the parties with respect to indemnification, and each party waives its right to assert any common-law indemnification or contribution claim against the other party.

#### **Miscellaneous**

15. Provisions of this Agreement, which by their terms extend beyond the termination or nonrenewal of this Agreement, will remain effective after termination or nonrenewal.
16. No provision of this Agreement may be amended or waived unless agreed to in a writing signed by the parties.
17. Each provision of this Agreement will be considered severable, such that if any one provision or clause conflicts with existing or future applicable law or may not be given full effect because of such law, no other provision that can operate without the conflicting provision or clause will be affected.
18. This Agreement and the exhibits attached to it contain the entire understanding between the parties and supersede all prior agreements and understandings relating to the subject matter of the Agreement.
19. The provisions of this Agreement will inure to the benefit of and be binding on the parties and their respective representatives, successors, and assigns.
20. The failure of a party to enforce the provisions of this Agreement will not be a waiver of any provision or the right of such party thereafter to enforce each and every provision of this Agreement.
21. CLIENT will not transfer or assign this Agreement without STAFFING FIRM's written consent.
22. Any notice or other communication will be deemed to be properly given only when sent via the United States Postal Service or a nationally recognized courier, addressed as shown on the first page of this Agreement.



Staffing • Recruiting • Consulting

23. Neither party will be responsible for failure or delay in performance of this Agreement if the failure or delay is due to labor disputes, strikes, fire, riot, war, terrorism, acts of God, or any other causes beyond the control of the nonperforming party.

#### **Terms of Agreement**

24. This Agreement will be for a term of one year from the first date on which both parties have executed it and will renew automatically for successive of one-year terms unless either party serves notice to terminate the agreement. The Agreement may be terminated by either party upon 30 days written notice to the other party, except that, if a party becomes bankrupt or insolvent, discontinues operations, or fails to make any payments as required by the Agreement, either party may terminate the agreement upon 7 days written notice.

**Authorized representatives of the parties have executed this Agreement below to express the parties' agreement to its terms.**



Staffing • Recruiting • Consulting

### Exhibit A Rate

Position Title	Estimated Hourly Rate	ETS Estimated Bill Rate	ETS Bill Rate Percentage	Contract Duration (Hours)
Account Clerk	\$18.31/hr	\$27.06/hr	47.8%	680

---

 CLIENT

---

 ETS, Inc.

---

 STAFFING FIRM

---

 Signature

---

 Signature

---

 Beth Benson

---

 Printed Name

---

 Printed Name

---

 Title

---

 Title

---

 Date

---

 Date

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

SUBJECT: Nomination of Candidates

Date: 2-24-2020

DEPT OF ORIGIN: Village Manager

Bill # 23-2020

DATE SUBMITTED: \_\_\_\_\_

EXHIBITS: \_\_\_\_\_

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED \$

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED

Approve nomination of candidates for Village Election March 18, 2020.

MOVED BY: Little      SECONDED BY: Murphy

VOTE ON ROLL CALL:

MAYOR RABIDEAU      yes

TRUSTEE SHAPIRO      pass

TRUSTEE CATILLAZ      recuse

TRUSTEE LITTLE      yes

TRUSTEE MURPHY      yes

**GENERAL VILLAGE ELECTION  
THE VILLAGE OF SARANAC LAKE, NEW YORK**

**WHEREAS**, The General Election for the Village of Saranac Lake will be held on the 18<sup>th</sup> day of March in the year of 2020.

**WHEREAS**, The Polling Place for the General Election for The Village of Saranac Lake will be The Harrietstown Town Hall located at 39 Main Street in the said Village

**WHEREAS**, The Polls will be open from 12:00 noon until 9:00pm on said day

**WHEREAS**, The Terms of Office for Two Trustee Positions will be 4 Years

**WHEREAS**, Nominations have been made for the Two Trustee Offices  
Thomas P. Catillaz 257 Ampersand Avenue  
Richard Shapiro 1 Dahinda Road  
Fred Balzac 128 Shepard Avenue

**NOW THEREFORE BE IT RESOLVED**, that the Saranac Lake Board of Trustees duly adopts this resolution for Nomination of Candidates for the Village General Election.

**BE IT FURTHER RESOLVED**, that this resolution shall be effective immediately.

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

SUBJECT: Adopt Annexation Law

Date: 2-24-2020

DEPT OF ORIGIN: Village Manager

Bill # 24-2020

DATE SUBMITTED: \_\_\_\_\_

EXHIBITS: \_\_\_\_\_

APPROVED AS TO FORM:

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

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

---

EXPENDITURE  
REQUIRED \$

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED

---

Adopt annexation law.

MOVED BY: Catillaz      SECONDED BY: Little

VOTE ON ROLL CALL:

MAYOR RABIDEAU

\_\_\_\_\_

TRUSTEE SHAPIRO

YES

TRUSTEE CATILLAZ

YES

TRUSTEE LITTLE

YES

TRUSTEE MURPHY

YES

## Village of Saranac Lake

### Annexing Land into the Village of Saranac Lake, New York

1. Both the Board of Trustees of the Village of Saranac Lake ("Village") and the Town of North Elba have approved the annexation of uninhabited parcels of land from the Town of North Elba to the Village of Saranac Lake.
2. The Village of Saranac Lake ("Village") hereby annexes the approximate 18.9 acres of land owned by the Village situated in the Town of North Elba, Essex County, New York located on McKenzie Pond Road and 29 Willow Way and identified by tax map numbers 32.3-4-17.000 and 32.3-4-19.000
3. The local law shall be filed with the New York Secretary of State and shall take effect on that on which it is accepted and filed by the Secretary of State.

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

SUBJECT: ACAB Streetlight Project

Date: 02/24/20

DEPT OF ORIGIN: Trustee Little

Bill # 25-2020

DATE SUBMITTED: 02/20/20

EXHIBITS: Memo

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED: \$

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED: \$

\_\_\_\_\_  
SUMMARY STATEMENT:

A resolution in support of the Arts & Culture Advisory Board's proposed project to paint a mosaic design on the base of 9 downtown streetlights and authorizing the Arts and Culture Advisory Board to request permission from National Grid to implement the project.

MOVED BY: Shapiro      SECONDED BY: Little

VOTE ON ROLL CALL:

MAYOR RABIDEAU

\_\_\_\_\_

TRUSTEE SHAPIRO

YES

TRUSTEE MURPHY

YES

TRUSTEE CATILLAZ

YES

TRUSTEE LITTLE

YES

**RESOLUTION IN SUPPORT BRANDING DOWNTOWN STREETLIGHTS AND  
AUTHORIZING ACAB TO REQUEST PERMISSION FROM NATIONAL GRID TO  
IMPLEMENT THE PROJECT**

WHEREAS, the Village of Saranac Lake Arts and Culture Master Plan includes a recommendation to visually brand the Village as an arts and cultural destination through public art; and

WHEREAS, the Village of Saranac Lake Arts and Culture Advisory Board (ACAB) seeks to implement this recommendation by customizing public amenities with locally designed art as suggested in the Arts and Culture Master Plan; and

WHEREAS, ACAB proposes to paint a mosaic design consistent with the *Decidedly Different* brand on the lower sections of nine (9) streetlights on Main Street and Broadway; and

WHEREAS, permission to implement the project is required from National Grid; and

WHEREAS, ACAB has drafted a Memo describing the proposed project and providing answers to the initial questions posed by National Grid;

NOW, THEREFORE BE IT RESOLVED, the Village of Saranac Lake Board of Trustees does hereby support ACAB's proposed project to paint a mosaic design on downtown street lights.

BE IT FURTHER RESOLVED, that the Board of Trustees authorizes ACAB to request permission from National Grid to implement the street light painting project.

**MEMO**

TO: Village of Saranac Lake Board of Trustees

FROM: Arts & Culture Advisory Board

DATE: February 20, 2020

RE: Proposed Public Art Project on Streetlights

The Arts & Culture Advisory Board (ACAB) would like to request permission from National Grid to paint the lower portion of 9 streetlights with a mosaic design as depicted in the images below. The target streetlights are identified in the attached map. ACAB members have reached out to National Grid to determine if this project may be feasible. National Grid is willing to consider the request once we supply some additional information and have approval from the Village Board. This memo provides a summary of the information requested from National Grid.

*1. Do you have a formal description of the project?*

Saranac Lake Village's Arts & Culture Advisory Board has a goal to visually brand the Village as an arts and cultural destination through public art. The proposed project is to paint the lower sections or approximately one third of 9 decorative street lights on Main Street and Broadway (see map of proposed locations). The design would be a mosaic that is consistent with the Saranac Lake "*Decidedly Different*" brand (see proposed design)

*2. Have you discussed with Village & received their approval?*

Pending.

*3. What is the size of project? How many poles & where?*

Proposed streetlights are located within downtown on Main Street and Broadway: #58 & #59 by Town Hall, #22 at Berkeley Green, #7 by the Municipal Parking lot, #17 by Hotel Saranac, #24 by Woodruff St, #9 by Downhill Grill, #27 by Left Bank Cafe, and #29 1/2 by the post office. See map.

*4. Who would paint the poles?*

Members of the Arts & Culture Advisory Board would clean, prepare, and paint the lower section of these posts with the new branded colors of the Saranac Lake *Decidedly Different* logo. ACAB will seek input from National Grid regarding what type or brand of paint to use e.g. Rustoleum or similar.

*5. How much of the pole would be painted?*

The base & bottom 1/3 (see images).

*6. Would painting require anyone to temporarily close a traffic lane or street parking space?*

No.

7. What safety measures would be undertaken to ensure safety of the painters, pedestrians, and passing vehicles?

Painters will wear bright orange vests, drop cloths will be used and signs can be placed nearby. The project will have no impact on traffic. The streetlights are all located in areas where the sidewalk is extra wide so pedestrians will not be impacted.

8. Is this project expected to be temporary (one time) or permanent?

The intent of the Arts & Culture Advisory Board is to refresh the paint annually or as needed.

### Proposed Designs

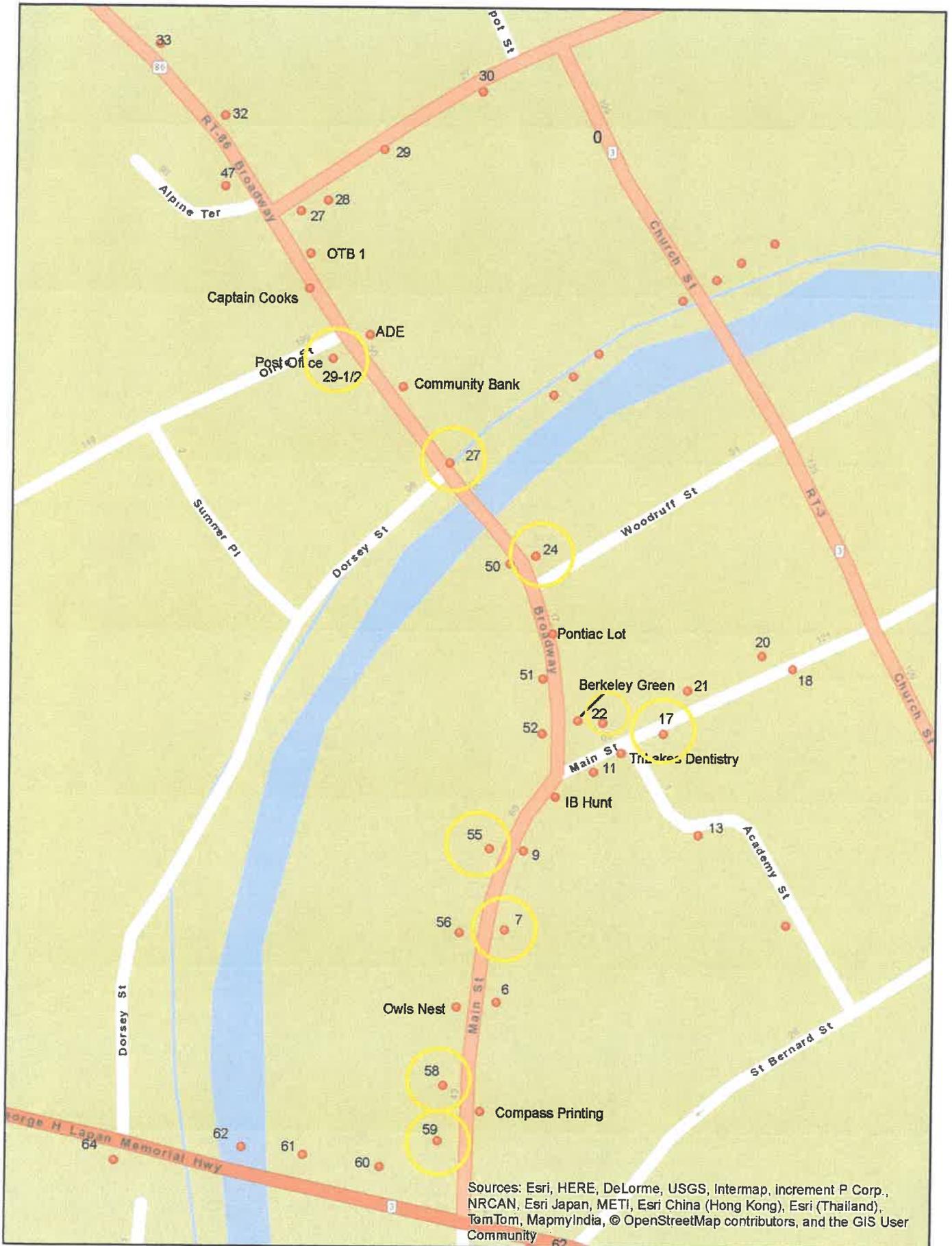


Carnival Colors



Carnival Swoosh (may include other branded colors)

### Map of Proposed Locations for Branded Streetlights



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

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

SUBJECT: DAB Members

Date: 02/24/20

DEPT OF ORIGIN: Trustee Little.

Bill # 26-2020

DATE SUBMITTED: 02/20/20

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED: \$

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED: \$

\_\_\_\_\_  
SUMMARY STATEMENT:

A resolution to appoint Jerry Michael and Laura Cunningham to the Downtown Advisory Board.

MOVED BY: Little      SECONDED BY: Catillaz

VOTE ON ROLL CALL:

MAYOR RABIDEAU

\_\_\_\_\_

TRUSTEE SHAPIRO

yes

TRUSTEE MURPHY

yes

TRUSTEE CATILLAZ

yes

TRUSTEE LITTLE

yes

**RESOLUTION TO APPOINT MEMBERS TO THE DOWNTOWN ADVISORY BOARD**

WHEREAS, the Village of Saranac Lake Downtown Advisory Board has two vacancies; and

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees hereby appoints Jerry Michael and Laura Cunningham to the Downtown Advisory Board for a term that is in accordance with the Bylaws.

Laura Cunningham

January 15, 2020

[REDACTED]  
[REDACTED]  
[REDACTED]

To the Members of the Downtown Advisory Board

I am writing in regard to my interest in becoming a member of the Downtown Advisory Board. I have lived in Saranac Lake for 15 years and have been a homeowner in the Village for 5 years. I am proud to call Saranac Lake my home and feel fortunate that I have been able to raise my son here. My career puts me in a unique position of service to our community through taking care of patients and their families at Adirondack Health (Saranac Lake location) as a Registered Nurse and also working with North Country Community College students (Saranac Lake Campus) as a Clinical Nursing Instructor.

Working with the public has afforded me the opportunity to hear many different points of view on what it is like to live here. I have worked with people from a variety of socio-economic backgrounds and have helped them research resources available to assist them with living their best life in Saranac Lake. If I am chosen to serve on the Downtown Advisory Board, one of my goals would be to give input on how to create community events and opportunities that attract a diverse population of Saranac Lake residents to get involved.

I have been participating in Shared Governance at Adirondack Health as the secretary of The Innovation and Technology Council for a year and I am a member of the hospital Workforce Planning Committee. While serving on these committees, I have really enjoyed brainstorming ideas and creating projects. I am familiar with the process of getting outside entities' approval for projects. My strengths in organization and communication have been put to use in these processes. I would apply the same skills that I currently use on these committees to the Downtown Advisory Board as well.

Living in this community has given me a sense of place. I have lived in different cities and states and nothing has come close to my heart like Saranac Lake has. This town carried my son and I during his early years when I was a single parent. I earned my nursing degree through scholarships at NCCC and now have the amazing opportunity to teach other aspiring nurses. Getting to know our community members when they are in a venerable state in the hospital has tuned me in to a particular set of community needs. I am excited for the opportunity to give back to Saranac Lake because I truly love and appreciate living here. One of the best parts of living here are the community events that my family and I have attended over the years. We have had great fun at Winter Carnival, First Night, Thursday Art Walks, the Farmer's Market and many other events. Thank you for this opportunity to serve. I am looking forward to your response.

Respectfully,  
Laura Cunningham

\* Laura recently joined the Music on the Green Committee

Dear Jamie

I'm submitting my letter of interest in one of the positions on the Downtown Advisory Board. I have outlined my experience and qualifications below.

I was raised in Saranac Lake, graduated from Saranac Lake HS and went to collage at Clarkson University. My career took me away from Saranac Lake and upon retiring I have moved back to the town I love.

In my professional career I was a partner in a design firm ( [www.rrmdesign.com](http://www.rrmdesign.com) ) with over 140 professionals that offered architecture, engineering, landscape architecture, land planning and surveying. Beside managing the engineering and survey group I was a member of the Urban market sector. That market sector worked with many cities, counties and the State to design downtown streetscapes and storefront facades. I also worked with our parks and bike way market sector. I know first hand the difference a great plan for our downtown's can make in it's vitality.

I am a partner in HES Ventures which owns the property at 33 Depot Street which the VA medical clinic and Homenergy is located. It will also be the future home of Play ADK. I had also owned for many years the apartment/commercial property at 7 Broadway which is the currently bookstore and Borracho Taco.

Regarding social media, I have accounts on Facebook, Instagram and twitter but don't consider myself a heavy user. I'd say i use it enough to follow friends, events and various people/politicians.

Thank you for your consideration for the position on the Downtown Advisory Board.

Jerry Michael