

**VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES
39 MAIN STREET SARANAC LAKE NY
MEETING AGENDA 5:30PM
Monday, November 22, 2021**

Roberts Rules of Order will be in Effect for this Meeting
Masks and social distancing required

This meeting will be held in the Harrietstown Auditorium and
may be viewed through WEBEX address below
Enter at the Back of the Building 39 Main Street

WEBEX Meeting Link:

<https://franklincounty-ny.webex.com/franklincounty-ny/j.php?MTID=m6fd85adc19caf1b4dc48eb8a427a3bcb>

Meeting number: 160 736 8911

Password: XkBqhffw292

A. CALL TO ORDER PLEDGE OF ALLEGIANCE

B. ROLL CALL:

C. ROOST

D. AUDITING:

a. Pay Vouchers

b. Approve Minutes 11-8-21

E. ROOST UPDATE: Kenzie Marine, Saranac Lake Regional Marketing Manager

F. PUBLIC COMMENT:

G. CORRESPONDENCE: Emails; Paul Herrmann, Shaun Kittle, Robert Wilson,
Police October report,

H. ITEMS FOR BOARD ACTION

BILL	103	2021	Authorize Increase to Medical Flexible Spending for Employees
BILL	104	2021	Establish Waterfront Advisory Committee
BILL	105	2021	Declare Equipment Surplus and Allow Sale

I. OLD BUSINESS: DRI Projects

J. NEW BUSINESS:

K. MOT6ION TO ADJOURN:

**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 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.

REGULAR MEETING OF THE BOARD OF TRUSTEES
Monday, November 8, 2021
Regular Meeting began at 5:30 PM and ended at 6:15 PM

Meeting was held in person in the Harriestown Town Hall Auditorium following all COVID 19 safety guidelines. The meeting was also on WEBEX.

ROLL CALL FOR REGULAR MEETING: Present Mayor Clyde Rabideau, Melinda Trustees: Melinda Little, Thomas Catillaz, Trustee Richard Shapiro and Kelly Brunette Staff also present: Village Manager, John Sweeney, Village Clerk, Kareen Tyler, Deputy Clerk/Treasurer, Lidia O'Kelly, Village Treasurer, Elizabeth Benson, and Community Development Director, Jamie Konkoski,

AUDITING:

Chair Mayor Rabideau called for a motion to approve payment for the 2022 budget \$ 505,037.00 voucher number 11047705 to 11047798 complete detail of these vouchers is attached and made part of these minutes.

Motion: Shapiro Second: Little

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

APPROVAL OF MINUTES:

Chair Mayor Rabideau called for a motion to approve the minutes of 10-25-2021.

Motion: Little Second: Catillaz

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

PUBLIC HEARING: NYS Homes and Community Renewal Project 1029PR165-19
Lake Street Project

Chair Mayor Rabideau opened the public hearing.

Jeremy Evans, village resident, applauded the village and the state for redistributing these grant funds from Payeville to Lake Street. He suggested for future projects moving the utility poles for mobility impaired individuals. The village manager indicated the poles are going to be moved in the future.

Chair Mayor Rabideau asked for other comments, there were none.

Chair Mayor Rabideau closed the public hearing.

PUBLIC COMMENT:

David Lynch, village resident, reminded everyone about the Police Interface meeting on Thursday, November 11, 2021 at 5:00 PM.

Fred Balzac, village resident, is opposed to the amendments to the development code, Bill 96-2021.

Jeremy Evans, village resident, wants strategic plan to support vision plan for downtown revitalization projects

CORRESPONDENCE: Emails from Rich Loeber, Sara Roth, Letter from Essex County Board of Supervisors and Letter from ADK Action

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

Motion: Shapiro Second: Catillaz

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

ITEMS FOR BOARD ACTION:

Bill 96-2021 Adopt Amendments to the Development Code

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

Chair Mayor Rabideau called for a motion.

Motion: Little Second: Shapiro

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Bill 97-2021 Promote Steven Lahart to Water and Waste Water Treatment Plant Operator

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: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Bill 98-2021 Hire Keegan Battistoni and Samuel Coffman as Laborers

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

Chair Mayor Rabideau called for a motion.

Motion: Little Second: Shapiro

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Bill 99-2021 Declare Equipment Surplus and Authorize Sale of Equipment

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: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Bill 100-2021 SEQR Waste Water Treatment Plant Project

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: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Bill 101-2021 Amend and Restate the Bond Resolution for the Wastewater Treatment Plant Project

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

Chair Mayor Rabideau called for a motion.

Motion: Little Second: Shapiro

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Bill 102-2021 Hire John McBride as Water/Waste Water Treatment Plant Operator

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

Chair Mayor Rabideau called for a motion.

Motion: Little Second: Shapiro

Roll Call: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

OLD BUSINESS:

DRI Projects were discussed

Waste Water Treatment Plant Project was discussed

NEW BUSINESS:

NYS Marihuana Regulations and Taxation – Memo from Village Attorney attached and made part of these minutes, further discussion will be scheduled

MOTION TO ADJOURN

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: Catillaz: yes, Brunette: yes, Shapiro: yes, Little yes

Kareen Tyler, Village Clerk

ROOST's program of work has changed dramatically over the last two years. Supporting the community through strategic marketing has been our main focus. In June, Kenzie Marine was hired as our Saranac Lake Regional Marketing Manager, and she has been working on strengthening communications between ROOST and our business partners, local organizations, and the community to build a more robust events calendar, and a broader sharing of key information. That is one of the major goals she would like to continue to work on moving into 2022: to create a more open communication with other organizations, impacting visitors and community members alike. There has been a lot of change and disconnect post-pandemic, and creating a solid foundation with local organizations will help reunite us as a cohesive and more inclusive community.

Below is a high level overview of our 2021 accomplishments and initiatives:

- Launched the new SaranacLake.com website
 - Website sessions are up 28% year over year:
 - 442,557 vs 346,482 (Jan 1 - Nov 14)
 - Monitoring and tracking performance metrics to make adjustments that continue to improve user experience and time on site
- Content development
 - Continue to develop new stories and update pre-existing story content on SaranacLake.com
 - Development of fall and winter landing pages created to support seasonal marketing campaigns
 - Added new additional accessibility info to business listings as provided
 - More robust events listings
 - Local spotlight:
 - The new website has shifted to also focus on local people, businesses, or events to illuminate a larger focus on our community
 - Created segments such as Dawn Patrol, which highlight this region's unique opportunities in recreation (our most recent episode featured Sarah Keyes of Saranac Lake)
- Social media
 - 43,786 followers on Facebook
 - 10.1K+ followers on Instagram (increased use of stories, highlights and reels as well as business and event links, and utilizing linktree for more streamline information)
 - Working on growing our YouTube presence



- Public relations / influencers
 - Continuing to work with our public relations agency, JMCPR, to promote the Saranac Lake region.
 - Since early summer our in-house team has responded to 15+ inquiries from travel writers with information and photos of the Saranac Lake region and continue to pitch Saranac Lake for inclusion in travel stories to garner attention for Saranac Lake through 3rd party validation.
 - We have successfully hosted the following writers recently:
 - Curb Free with Cory Lee: Partnered with The Wild Center to extend travel writer Cory Lee's visit to the region and increase exposure via an additional article that focuses on accessible travel options in the region. He stayed at Saranac Waterfront Lodge, and visited the VIC and Origin Coffee Co.
 - Jill Walsh: Two-time Paralympic cyclist, and three-time Paralympic medalist; featured story on accessibility in Saranac Lake and road cycling
 - Sal Vaglica of Men's Journal: Featured his dining experience at Bitters & Bones in his story *Lake Placid, New York's Top Ski Resort, Hits Its Peak in the Off-Season*
 - Allison Tibaldi of USA Today: Included the Adirondacks in *8 East Coast Vacations Families Can Enjoy Any Time of the Year*, with special mention of Saranac Waterfront Lodge
 - Josh Roberts: Recently visited at Saranac Waterfront Lodge and ate at Bitters & Bones; his story has not gone to publication yet
 - Bruce Northam: visited Saranac Lake (Hotel Saranac) and Lake Placid for a story on the Tri-Lakes, and featured Hotel Saranac as his header image.
 - Upcoming PR:
 - Travel writer activity is continuing to rebound post-pandemic and we are looking forward to hosting an increased number of writers and influences in 2022.
 - In May, we hosted Fly Brother with Ernest White II (PBS). The season will premiere in January and it is anticipated that the Adirondack episode will air in February.
- Community connections
 - We have been working closely with businesses, local organizations, and event organizers to build strong relationships and strengthen communication for sharing important information with the community and visitors.





- In November, we sponsored and attended the Travel Unity Summit that focuses on diversity, equity, and inclusion (DEI) in the travel space. We made some great contacts during the conference and look forward to partnering with them in the coming year to tell the Saranac Lake story through more diverse voices.
- In the summer of 2021, we launched a WorkADK campaign to assist businesses with staffing shortages. In 2022, we will look towards working closely with our communities to continue to address staffing challenges.
- Event support:
 - New and improved Saranac Lake Insider (bi-weekly events email) coming before the end of the year
 - Created new logo for Olga Memorial Footrace
 - Sponsored Music on the Green and Farm2Fork Festival
 - Worked closely with ArtMarket and ArtWalk organizers to promote this year's events
 - Paid advertising for upcoming holiday and winter events such as Turkey Trot, Off The Wall Holiday Bazaar, Sparkle Village, etc.
- Working closely with Saranac Lake Chamber of Commerce to highlight local businesses and promote economic growth with shared ShopLocalSL and ShopADK campaigns.
 - We are currently working on a business spotlight for ShopADK campaign beginning Nov. 19th, through the new year
- Supported new and changing businesses such as:
 - ADK ArtRise
 - NorthWind Fine Arts Gallery
 - Saranac Waterfront Lodge's Navigator's Lounge
- Email marketing
 - Saranac Lake continues to be featured in the Adirondacks, USA regional emails that go out to our entire marketing list of 150,000 +/- active subscribers
 - Saranac Lake Insider: ROOST continues to maintain and deliver the weekly "Saranac Lake Insider" newsletter which includes information on events, important notices, and other happenings in the Saranac Lake area. We are currently working on furthering distribution of the newsletter, and publication through a broader market, and will be rolling out a new template for the Insider mid-December
- Photo / video acquisition from June to current:





- Family Paddling - full shoot with models, included Adirondack Lakes & Trails Outfitters, Mt. Mist, Saranac Waterfront Lodge, downtown and Riverside Park, village docks and boat launch
- Downtown Saranac Lake - full shoot with models, included NorthWind Fine Arts, ADK ArtRise, Charles Dickert Memorial Wildlife Museum, Goody Goody's, PlayADK storefront, family rainy day alternatives
- New 6er Photos - Scarface Mountain
- VIC - summer
- Dawn Patrol - Sarah Keys
- Rainy Day Poems
- Updated images for parks and public spaces
- Historic Sites - including Walk of Fame, Town Hall/Welcome Center, Robert Louis Stevenson Cottage, Saranac Free Public Library, Cure Porch on Wheels
- Summer cycling - full shoot with models
- Fall foliage
- Retail image support for ShopADK
- Lodging exteriors
- Saranac Waterfront Lodge - full shoot with models, featuring all dining and amenities
- Reoccurring new seasonal drone scenics
- Misc. photos to support the website / story content
- Love Your ADK
 - We are continuing our initiative with the Love Your ADK program to educate travelers on how to be prepared for the Adirondack backcountry, as well as the best practices of Leave No Trace. We have placed signage throughout the Saranac Lake area at high traffic trails and parks. We have also added the #ExploreMoreADK campaign, encouraging hikers to seek trails less travelled.
- Continued to support the Saranac Lake community during the ever-changing COVID pandemic
 - Made regular adjustments to the "Politely Adirondack" campaign to remain in-line with the current CDC guidelines
 - Created the "Come Vaccinated/Wear a Mask Inside" campaign encouraging all visitors to keep our local community safe during the Delta surge
 - Created Main Street signage with mask requirement messaging, and provided signage to businesses who requested it



-----Original Message-----

From: Paul Herrmann < >

To: trusteelittle@saranacounty.gov

Sent: Sat, Nov 13, 2021 5:05 am

Subject: Pot shops

Opt out!

Sent from my iPhone

Kareen Tyler

From: Shaun Kittle <[REDACTED]>
Sent: Tuesday, November 9, 2021 8:31 PM
To: Kareen Tyler; Melinda Little; Trustee Catillaz; Rich Shapiro; Kelly Brunette; Clyde Rabideau
Subject: Thank you to the village board

Hi Kareen: Please include this email with the official correspondence received by the village in the agenda packet for the next village board meeting.

Dear Saranac Lake Village Board,

I am writing to say thank you for not opting out of the Marijuana Regulation and Taxation Act. As the mayor correctly expressed during Monday's village board meeting, the sale of cannabis is now legal under state law and allowing dispensaries is a wonderful opportunity for our village. I am happy the village board also sees it this way!

Best,
Shaun Kittle
Saranac Lake

Kareen Tyler

From: Robert Wilson <[REDACTED]>
Sent: Tuesday, November 9, 2021 11:47 PM
To: Clyde Rabideau; MELINDA LITTLE; Rich Shapiro; Kelly Brunette; Trustee Catillaz; Kareen Tyler
Subject: Please Keep Marijuana Off of Our Streets

Good Evening,

I hope this note finds you all well. I request that my note be included in the minutes of the next village board meeting.

I noticed that the village of Saranac Lake has not yet decided to keep marijuana off of the community's streets as many other communities have done.

I've also heard that a new marijuana dispensary is planning to open up on Broadway just down the street from a local park.

At a recent community event I was told that marijuana is being laced with fentanyl in the Tri-Lakes area leading to multiple deaths.

A dear friend of mine who lives in Denver lives in the neighborhood where a young man ate too many marijuana laced cookies and jumped to his death. The link to the article is here and will break your heart: <https://www.denverpost.com/2014/04/02/denver-coroner-man-fell-to-death-after-eating-marijuana-cookies/>

We must do everything we can to keep the devil's weed out of the hands of our children. It is a gateway drug that leads to fornication, laziness, and adultery.

Marijuana is a soul destroying drug and it is the reason why no one wants to work anymore and it is leading to the demise of our society. It causes people to go crazy and is a gateway drug.

Please do not allow marijuana on the streets of Saranac Lake.

Thank you,

Robert Wilson



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

Submitted November 8, 2021

For the Month of October 2021

Total calls for service: 311

Total arrests: 13

Mental Hygiene Law arrests: 5 (included in total)

Accident investigations: 10

Administrative:

As the General Orders have been finalized, we are now in week six of the Dailey Training Bulletins (DTB). Each Officer is assigned six to seven DTB's each week to complete. These DTB's are a form of training on our General Orders to ensure that Officers are kept current on the GO's.

Special Events:

**Calls for service do not include walk-ins at the station, traffic stops, parking tickets/complaints or other interactions with the public that do not necessitate documentation.

**VILLAGE OF SARANAC LAKE
BOARD OF TRUSTEES
AUTHORIZING VILLAGE MANAGER TO INCREASE
THE MEDICAL FLEXIBLE SPENDING ACCOUNT LIMIT**

SUBJECT: INCREASE TO MED FLEX ACCT FOR AGENDA OF 11/22/21

DEPT OF ORIGIN: VILLAGE MANAGER BILL # 103-2021

DATE SUBMITTED: 11/11/21 EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED: \$0	AMOUNT BUDGETED: \$0	APPROPRIATION REQUIRED: \$0
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SUMMARY STATEMENT

Authorization of increase to employee medical flexible spending accounts beginning January 1, 2022. The new limit of \$2,850 reflects the maximum amount allowed by law, and is covered by employee pretax payroll deductions.

RECOMMENDED ACTION

APPROVAL OF RESOLUTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE LITTLE _____

TRUSTEE BRUNETTE _____

TRUSTEE SHAPIRO _____

TRUSTEE CATILLAZ _____

**VILLAGE OF SARANAC LAKE
BOARD OF TRUSTEES
RESOLUTION AUTHORIZING VILLAGE MANAGER TO INCREASE
THE MEDICAL FLEXIBLE SPENDING ACCOUNT LIMIT**

WHEREAS, the Village of Saranac Lake has previously adopted a Flexible Spending program for the benefit of its employees, and

WHEREAS, the Village of Saranac Lake Board of Trustees sets the maximum limit for the program, and

WHEREAS, the maximum limit allowed by the Federal Government for 2022 is \$2,850, and

WHEREAS, the benefit is covered by the employees' personal payroll deduction at no cost to the Village,

NOW, THEREFORE IT BE RESOLVED, the Saranac Lake Village Board of Trustees authorizes an increase in the medical flexible spending account limit to \$2,850 for calendar 2022 and authorizes the Village Manager to sign any documents to that effect.

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

SUBJECT: Waterfront Advisory Committee Date: 11/22/21

DEPT OF ORIGIN: Village Manager Bill # 104-2021

DATE SUBMITTED: 11/18/21 EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED: \$	AMOUNT BUDGETED: \$	APPROPRIATION REQUIRED: \$
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SUMMARY STATEMENT:

A resolution to establish a Waterfront Advisory Committee to oversee the update of the Village's Local Waterfront Revitalization Program (LWRP).

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE SHAPIRO _____

TRUSTEE BRUNETTE _____

TRUSTEE CATILLAZ _____

TRUSTEE LITTLE _____

**RESOLUTION TO ESTABLISH A WATERFRONT ADVISORY COMMITTEE TO OVERSEE
THE UPDATE OF THE VILLAGE'S LWRP**

WHEREAS, the Village of Saranac Lake received a \$100,000 grant from NYS Department of State Local Waterfront Revitalization Program (LWRP) to update the Village's LWRP; and

WHEREAS, formation of a Waterfront Advisory Committee is required if LWRP grant funding is awarded for developing or amending an LWRP; and

WHEREAS, the responsibilities of the WAC generally include advising municipal staff and consultants on the process, providing input on waterfront issues and existing conditions, informing the community about the process, and reviewing reports, designs and other documents; and

WHEREAS, MJ Engineering was recently hired to assist the Village in this effort;

NOW, THEREFORE BE IT RESOLVED, that a Waterfront Advisory Committee be established with the membership listed below.

Waterfront Advisory Committee Members

Rick Weber
Village of Saranac Lake Development Board

Becca Halter
Climate Smart Communities Task Force

Carolyn Koestner
Climate Smart Communities Task Force

Ashley Milne
Village of Saranac Lake Parks & Trails Advisory Board

Emmett Smith
Community Stakeholder

Jason Smith
Adirondack Lakes & Trails Outfitters

Jeremy Evans
Franklin County LDC

Nina Schoch
Adirondack Center for Loon Conservation

Zoe Smith
Adirondack Watershed Institute

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

SUBJECT: Deem equipment Surplus and Allow Sale DATE 11-22-2021

DEPT OF ORIGIN: Village Manager BILL # 105-2021

DATE SUBMITTED: EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED	AMOUNT BUDGETED	APPROPRIATION REQUIRED:
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Deem Equipment as surplus and allow for sale to another municipality or the services of Auction International to sell the equipment. 20-25 SPRING FOR OLD HALL T-BAR SPRING BOXES AND ASSORTED PARTS. SPRING ID# 10053806 MADE IN GERMANY.

MOVED BY: SECONDED BY:

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE BRUNETTE _____

TRUSTEE CATILLAZ _____

TRUSTEE LITTLE _____

TRUSTEE SHAPIRO _____

**RESOLUTION DECLARING EQUIPMENT SURPLUS AND
AUTHORIZING THE SALE OF SURPLUS EQUIPMENT**

WHEREAS, the Village of Saranac Lake has determined that the following items are no longer useful to the Village; 20-25 SPRING FOR OLD HALL T-BAR SPRING BOXES AND ASSORTED PARTS. SPRING ID# 10053806 MADE IN GERMANY. and,

WHEREAS, The Village of Saranac Lake may deem equipment as surplus and dispose of it, if it is no longer useful to the village.

NOW THEREFORE BE IT RESOLVED, the Village Board deems 20-25 SPRING FOR OLD HALL T-BAR SPRING BOXES AND ASSORTED PARTS. SPRING ID# 10053806 MADE IN GERMANY.; as surplus and allows the sale to another municipality or the services of Auction International to sell the equipment.

BE IT FURTHER RESOLVED, the revenue from the sale of this surplus equipment will be transferred to account 1.1.230.6000, equipment reserve.