

**VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES
REGULAR MEETING AGENDA 5:30PM
MONDAY March 9, 2020
Roberts Rules of Order will be in Effect for this Meeting**

A. CALL TO ORDER PLEDGE OF ALLEGIANCE

B. ROLL CALL:

C. AUDITING:

- a. Pay Vouchers
- b. Approve Minutes 2-24-2020

D. PUBLIC COMMENT PERIOD:

E. CORRESPONDENCE: Police Report for February 2020.

F. ITEMS FOR BOARD ACTION

BILL	27	2020	Appoint Registrar of Vital Statistics
BILL	28	2020	Authorize Village Manager to execute agreement for scholarships for lifeguard training

G. OLD BUSINESS:

H. NEW BUSINESS: Schedule Board Budget Workshops

I. ITEMS FOR DISCUSSION:

J. MOTION TO ADJOURN:

**RULES FOR PUBLIC HEARING COMMENTS AND
PUBLIC COMMENT
PERIOD OF MEETINGS**

- 1. Anyone may speak to the Village Board of Trustees during the public comment period of a public hearing or the public comment period of the meeting.**
- 2. As a courtesy we ask each speaker to give their name and address.**
- 3. Each speaker must be recognized by the chairperson before speaking.**
- 4. Individual public comment is limited to 5 minutes and may be shortened by the meeting chairperson.**
- 5. When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the chair may require that the group(s) designate not more than two spokespersons and limit the total time public comment to 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
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



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 March 4, 2020

February 2020:

Total calls for service: 218

Total arrests: 12

Mental Hygiene Law arrests: 1 (included in total)

Accident investigations: 16

Administrative:

Patrolman Sharlow in last phase of FTO training

Special Events:

Policed 2020 Winter Carnival events

Officer Brown teaching DARE at Petrova Elementary.

****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.**

A Resolution to Appoint the Registrar of Vital Statistics

Whereas, New York Public Health Law 4120 establishes each town, city and incorporated village as a separate primary registration district for birth and death records, and

Whereas, the Village of Saranac Lake has district 1623 serving the Franklin County portion of the Village and district 1524 serving the Essex County portion of the Village , and

Whereas, The Village of Saranac Lake is custodian of birth and death records dating back to 1882 for these two districts and the Town of Harrietstown district 1663 , and

Whereas, New York Public Health Law 4121 requires each primary registration district to appoint a local registrar, and

Whereas, New York Public Health Law 4123 (1) the term of office of the local registrar to be four years, and

Whereas, New York Public Health Law 4122 (1) requires each local registrar to appoint a deputy registrar, and

Resolved, that I, Clyde Rabideau, Mayor of the Village of Saranac Lake, do hereby appoint Kareen Tyler as registrar for a term of four years expiring on December 31, 2024.

Notification of Appointment of Registrar of Vital Statistics

IMPORTANT: This notice and oath shall be executed in triplicate immediately after appointment of the registrar and deputy registrar. File original copy with the New York State Department of Health, Vital Records Registration Unit, P. O. Box 2602, Albany, NY 12220-2602. File one copy with your County Clerk and retain one copy for your records.

	Current Appointee	New Appointee (If reappointment, enter correction only)
COUNTY & DISTRICT NUMBER	Essex County District 1524	
REGISTRAR Name	Kareen Tyler	
Town/City/Village	Village of Saranac Lake	
Street Address	39 Main Street Ste 9	
City and State	Saranac Lake NY	
Zip Code	12983	
Telephone Number (include area code & ext.)	(518) 891-4150 Ext. 202	() Ext.
E-Mail Address	clerk@saranaclakeny.gov	
	<input type="checkbox"/> Reappointment	<input type="checkbox"/> New Appointment
	FAX (518) 891-1324	
If New Appointment, is this:	<input type="checkbox"/> Election	<input type="checkbox"/> Resignation <input type="checkbox"/> Other
	Salaried: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Effective Date of Appointment (give month and year)	January 2020	
Is Registrar also City/Town Clerk?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Specify Locality:
Length of Term (give number of years)	4 Years	
Date Term Expires (give month and year)	01-2024	

39 Main St Ste 9 Saranac Lake NY 12983 518-891-4150

Signature of Appointing Officer	Business Address	Telephone
Mayor, Village of Saranac Lake		
Title of Appointing Officer		Date 02/26/2020

DEPUTY REGISTRAR Name	Donna Sayles	
Street Address	39 Main St Ste 9	
City, State and Zip Code	Saranac Lake NY 12983	
Telephone Number (include area code & ext.)	(518) 891-4150 Ext. 232	() Ext.

REGISTRAR'S AFFIDAVIT

STATE OF NEW YORK }
COUNTY OF } SS: I do solemnly swear (affirm) that I will support the Constitution of the United States, and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Registrar of Vital Statistics, according to the best of my abilities.
I am not engaged in the business of funeral directing, embalming or undertaking.

Signed: _____
Registrar of Vital Statistics Home Address Telephone
102 School Street Saranac Lake NY 12983 518/593-6615

Subscribed and sworn to (affirmed) before me this _____ day of _____, _____ Notary Public

DEPUTY REGISTRAR'S AFFIDAVIT

STATE OF NEW YORK }
COUNTY OF } SS: I do solemnly swear (affirm) that I will support the Constitution of the United States, and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Deputy Registrar of Vital Statistics, according to the best of my abilities.
I am not engaged in the business of funeral directing, embalming or undertaking.

Signed: _____
Deputy Registrar of Vital Statistics Home Address Telephone
1201 State Route 86 Saranac Lake NY 12983 518/891-6835

Subscribed and sworn to (affirmed) before me this _____ day of _____, _____ Notary Public

**VILLAGE OF SARANAC LAKE
BOARD OF TRUSTEES
AUTHORIZING VILLAGE MANAGER TO EXECUTE AGREEMENTS FOR
SCHOLARSHIPS FOR LIFEGUARD TRAINING**

SUBJECT: Lifeguard Training Scholarships FOR AGENDA OF 3/9/2020

DEPT OF ORIGIN: VILLAGE MANAGER BILL # _____

DATE SUBMITTED: 3/6/2020 EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED: \$600	AMOUNT BUDGETED: \$600	APPROPRIATION REQUIRED: \$0
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SUMMARY STATEMENT

Authorization of Village Manager to execute agreements for 4 scholarships up to \$150 each with the expectation that the individual(s) will work as lifeguards for the Village

RECOMMENDED ACTION

APPROVAL OF RESOLUTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE CATILLAZ _____

TRUSTEE LITTLE _____

TRUSTEE MURPHY _____

TRUSTEE SHAPIRO _____

**VILLAGE OF SARANAC LAKE
BOARD OF TRUSTEES
RESOLUTION AUTHORIZING VILLAGE MANAGER TO EXECUTE AGREEMENTS
FOR SCHOLARSHIPS FOR LIFEGUARD TRAINING**

WHEREAS, the Village of Saranac Lake operates the public beach at Lake Colby, and

WHEREAS, the Village of Saranac Lake seeks to employ certified lifeguards from Memorial Day through Labor Day, and

WHEREAS, the required certification comes at a significant out of pocket cost, and

WHEREAS, by offering partial scholarships, the Village of Saranac Lake may gain the necessary certified seasonal employees,

NOW, THEREFORE IT BE RESOLVED, the Saranac Lake Village Board of Trustees authorizes the Village Manager to execute individual agreements for 4 scholarships up to \$150 each with the expectation that the individual(s) will work as lifeguards for the Village.