

## **VILLAGE BOARD REGULAR MEETING**

Tuesday, May 27, 2025

Regular Meeting began at 5:00 PM and ended at 5:40 PM

Meeting was held in person in the Village Board Room and was also available on zoom

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Williams present; Trustee Brunette present; Trustee Ryan; present; Trustee Scollin present; Trustee White present.

Staff also Present: Village Manager Bachana Tsiklauri, Village Clerk Amanda Hopf, and Village Treasurer Kendra Martin

### **AUDITING:**

Chair Mayor Williams called for a motion to approve payment for the 2025 Budget \$277,163.64 batch number 05122025. Complete detail of these vouchers is attached and made part of these minutes.

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **APPROVAL OF MINUTES:**

Chair Mayor Williams called for a motion to approve these minutes

Motion: Scollin Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **PUBLIC HEARING: 2025-2026 Water and Sewer Rates**

Chair Mayor Williams called for a motion to open the public hearing

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Chair Mayor Williams called for a motion to close the public hearing.

Motion: White Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **PUBLIC COMMENT:**

Mark Wilson 33 Petrova Oil Spill

### **ITEMS FOR BOARD ACTION:**

#### **Bill 60-Appoint Climate Smart Communities Task Force Members**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

#### **Bill 63-2025 Resolution to approve park use application with sale of alcohol for 2025 Can-Am Carnival**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 64-2025 SEQR Negative Declaration Short-term Rental Law Amendments**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 65-2025 Adopt Local Law #1-2024 Short-term Rental Law Amendments**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 66-2025 Resolution to authorize the Village Manager to hire Logan Branch as Laborer**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 67-2025 Resolution to authorize admin raises**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 68-2025 Approve Local Highway salt reduction/environmental protections project grant**

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

Chair Mayor Williams called for a motion

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 69-2025 Adopt 2025-2026 Water and Sewer Rate**

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

Chair Mayor Williams called for a motion

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 70-2025 Resolution amending the Employee Handbook to include vacation and comp time be used**

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

Chair Mayor Williams called for a motion

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 71-2025 Resolution authorizing the exemption of 71 Canaras Ave from all Water and Sewer Billings**

A copy of the bill is attached and made part of these minutes  
Chair Mayor Williams called for a motion  
Motion: Scollin Second: Ryan  
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 72-2025 Resolution authorizing the exemption of 34 Brandy Brook from all Water and Sewer Billings**

A copy of the bill is attached and made part of these minutes  
Chair Mayor Williams called for a motion  
Motion: Ryan Second: Scollin  
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 73-2025 Resolution to approved revised bylaws for the SLACAB**

A copy of the bill is attached and made part of these minutes  
Chair Mayor Williams called for a motion  
Motion: Scollin Second: White  
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 74-2025 Deem Equipment Surplus**

A copy of the bill is attached and made part of these minutes  
Chair Mayor Williams called for a motion  
Motion: Scollin Second: Ryan  
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**OLD BUSINESS:**

**NEW BUSINESS:** Fire Tower Grant

**PUBLIC COMMENT:**

Mark Wilson timeline of oil spill at 33 Petrova  
Elizabeth Kochar water/sewer minimum usage credits

**MOTION TO ADJURN:**

Chair Mayor Williams called for a motion  
Motion: Scollin Second: Ryan  
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

# Accounts Payable

## Computer Check Proof List by Vendor

User: accountspayable@saranacinkeney.gov  
 Printed: 05/23/2025 - 1:29PM  
 Batch: 00006.05.2025 - Vouchers 2025-05-27



Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
Vendor: 284	LUCK BROTHERS, INC.			Check Sequence: 1		ACH Enabled: False
PAY APP 17	CONSTRUCTION OF VSL PARKS, STREETS	86,366.40	05/27/2025	250-8662-0421-0000	11054994	
	Check Total:	86,366.40				
Vendor: 423	SUOZZO, DOTY & ASSOCIATES			Check Sequence: 2		ACH Enabled: False
24-128(6)	Project #24-128: WPCP Upgrades Task 1-Design	8,927.00	05/27/2025	251-1440-0400-0000	11055013	
24-129(6)	Project #24-129: Modification-Task 2-reporting	7,886.55	05/27/2025	251-1440-0400-0000	11055013	
24-129(6)	Project #24-129: Collection System Task 1-Design	4,870.95	05/27/2025	251-1440-0400-0000	11055013	
24-130(6)	#24-130: Collection System FEMA Reimbursible	400.57	05/27/2025	230-1440-0400-0000	11055013	
24-130(6)	#24-130: Collection System FEMA Task 1- Sewer	471.53	05/27/2025	230-1440-0400-0000	11055013	
24-130(6)	#24-130: Collection System FEMA Task 4-Grant	3,800.00	05/27/2025	230-1440-0400-0000	11055013	
24-130(6)	#24-130: Collection System FEMA Task 6-Sewer	9,282.00	05/27/2025	230-1440-0400-0000	11055013	
24-130(6)	#24-130: Collection System FEMA Task 3-Design	13,192.00	05/27/2025	230-1440-0400-0000	11055013	
24-130(6)	#24-130: Collection System FEMA Task 5-Project	430.00	05/27/2025	230-1440-0400-0000	11055013	
	Check Total:	49,260.60				
Vendor: 3737	WENDEL			Check Sequence: 3		ACH Enabled: False
621601-10	Project 621601- Design Phase 1	33,600.00	05/27/2025	228-3497-0416-0000	11055009	
	Check Total:	33,600.00				
Vendor: 3381	ADIRONDACK TECHS. LLC			Check Sequence: 4		ACH Enabled: False
11925	Recurring Monthly Services	409.51	05/27/2025	004-8310-0400-0000	11054999	
11925	Recurring Monthly Services	421.93	05/27/2025	001-1680-0400-0000	11054999	
11925	Recurring Monthly Services	409.51	05/27/2025	005-8110-0400-0000	11054999	
	Check Total:	1,240.95				

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
Vendor: 3225	BEAM MACK SALES & SERVICE			Check Sequence: 5		ACH Enabled: False
125366	Determine why "Check Engine" light on- 2016 V	884.35	05/27/2025	001-5110-0408-0000	11054997	
	Check Total:	884.35				
Vendor: 2556	CENTURY LINEN & UNIFORM			Check Sequence: 6		ACH Enabled: False
2136932	YEARLY CONTRACT FOR UNIFORM SERVI	24.79	05/27/2025	005-1640-0400-0000	11054992	
2136932	YEARLY CONTRACT FOR UNIFORM SERVI	24.79	05/27/2025	004-1640-0400-0000	11054992	
2136932	YEARLY CONTRACT FOR UNIFORM SERVI	25.55	05/27/2025	001-1640-0400-0000	11054992	
2141280	YEARLY CONTRACT FOR UNIFORM SERVI	24.79	05/27/2025	005-1640-0400-0000	11054992	
2141280	YEARLY CONTRACT FOR UNIFORM SERVI	25.55	05/27/2025	001-1640-0400-0000	11054992	
2141280	YEARLY CONTRACT FOR UNIFORM SERVI	24.79	05/27/2025	004-1640-0400-0000	11054992	
	Check Total:	150.26				
Vendor: 3687	COLUMN SOFTWARE PBC			Check Sequence: 7		ACH Enabled: False
2DAA3AE4-0125	Public Notice - bid, Public Hearing Notice	18.52	05/27/2025	001-8620-0400-0000	11055007	
2DAA3AE4-0126	Public Notice - bid, Public Hearing Notice	31.06	05/27/2025	001-8620-0400-0000	11055007	
	Check Total:	49.58				
Vendor: 1149	COMPASS PRINTING PLUS			Check Sequence: 8		ACH Enabled: False
64503	Kan't Kopy paper-death certificate paper	74.00	05/27/2025	001-1610-0401-0000	11054982	
64503	Kan't Kopy paper-death certificate paper	200.00	05/27/2025	001-1460-0401-0000	11054982	
64514	Budget copies, tax inserts, #10 envelopes	336.52	05/27/2025	001-1610-0401-0000	11054982	
64514	Budget copies, tax inserts, #10 envelopes	190.74	05/27/2025	004-8310-0401-0000	11054982	
64514	Budget copies, tax inserts, #10 envelopes	190.74	05/27/2025	005-8110-0401-0000	11054982	
	Check Total:	992.00				
Vendor: 3443	CORE & MAIN LP			Check Sequence: 9		ACH Enabled: False
W898656	1/" Clay to Plastic Fernco	402.08	05/27/2025	005-8120-0401-0000	11055001	
W914011	Water Meter for Pendragon	2,517.02	05/27/2025	004-8340-0401-0000	11055001	
	Check Total:	2,919.10				
Vendor: 4937	CRYSTAL ROCK LLC			Check Sequence: 10		ACH Enabled: False
17711568 052025	Potable Drinking Water Service	76.94	05/27/2025	005-8130-0400-0000	11055016	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
	Check Total:	76.94				
Vendor: 3586	DOG WASTE DEPOT			Check Sequence: 11		ACH Enabled: False
763592	Dog Waste bags	885.88	05/27/2025	001-8160-0401-0000	11055005	
	Check Total:	885.88				
Vendor: 2559	EARTHPLANTER			Check Sequence: 12		ACH Enabled: False
V209387	Urban Vases, shipping	2,264.00	05/27/2025	001-7110-0200-0000	11054993	
	Check Total:	2,264.00				
Vendor: 3551	ENDYNE INC.			Check Sequence: 13		ACH Enabled: False
531012	SPDES Required Testing at WWTP (Lab Testing	45.00	05/27/2025	005-8130-0400-0000	11055002	
531013	Raw & Purification Water Testing at WTP	50.00	05/27/2025	004-8330-0400-0000	11055002	
531259	SPDES Required Testing at WWTP (Lab Testing	260.00	05/27/2025	005-8130-0400-0000	11055002	
531463	SPDES Required Testing at WWTP (Lab Testing	45.00	05/27/2025	005-8130-0400-0000	11055002	
531647	Raw & Purification Water Testing at WTP	50.00	05/27/2025	004-8330-0400-0000	11055002	
531789	Raw & Purification Water Testing at WTP	25.00	05/27/2025	004-8330-0400-0000	11055002	
531916	SPDES Required Testing at WWTP (Lab Testing	125.00	05/27/2025	005-8130-0400-0000	11055002	
531989	SPDES Required Testing at WWTP (Lab Testing	105.00	05/27/2025	005-8130-0400-0000	11055002	
532142	SPDES Required Testing at WWTP (Lab Testing	45.00	05/27/2025	005-8130-0400-0000	11055002	
	Check Total:	750.00				
Vendor: 382	FARMER BOY RESTORATION & ENVIRONMENTAL LLC			Check Sequence: 14		ACH Enabled: False
2573	Valves-Snow Making Infastructure	5,200.00	05/27/2025	001-7260-0200-0000	11055012	
	Check Total:	5,200.00				
Vendor: 3162	FERGUSON WATERWORKS #1672			Check Sequence: 15		ACH Enabled: False
2703	Ampersand Ave Utility Bid	12,216.18	05/27/2025	005-8120-0401-0000	11054996	
2703	Ampersand Ave Utility Bid	24,261.14	05/27/2025	004-8340-0401-0000	11054996	
2703-1	Ampersand Ave Utility Bid	2,066.40	05/27/2025	005-8120-0401-0000	11054996	
2703-1	Ampersand Ave Utility Bid	1,076.22	05/27/2025	004-8340-0401-0000	11054996	
	Check Total:	39,619.94				
Vendor: 3746	FIRST NATIONAL BANK OF OMAHA			Check Sequence: 16		ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
7965	Credit Card #7965 purchases through 05/13	19.00	05/27/2025	001-1230-0400-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	196.29	05/27/2025	001-1610-0400-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	3,494.54	05/27/2025	232-0000-0401-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	59.22	05/27/2025	004-8340-0401-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	14,280.96	05/27/2025	001-1620-0400-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	59.22	05/27/2025	005-8120-0401-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	5.75	05/27/2025	001-1680-0400-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	39.48	05/27/2025	001-1410-0401-0000	11055010	
7965	Credit Card #7965 purchases through 05/13	118.95	05/27/2025	001-1680-0200-0000	11055010	
	Check Total:	18,273.41				
Vendor: 3758 002	AUBREY FOX CPR Certifications (SWIMS Grant Reimburseme	630.00	05/27/2025	Check Sequence: 17 001-7180-0400-0000	11055011	ACH Enabled: False
	Check Total:	630.00				
Vendor: 1662 2024-25	FRIENDS OF MT PISGAH, INC Locker Rentals 2024-25	2,325.00	05/27/2025	Check Sequence: 18 001-7260-0400-0000	11054987	ACH Enabled: False
	Check Total:	2,325.00				
Vendor: 684 031186414	GALLS, LLC PD Shirt	71.47	05/27/2025	Check Sequence: 19 001-3120-0401-0000	11055019	ACH Enabled: False
	Check Total:	71.47				
Vendor: 3616 02322.029	GOMEZ & SULLIVAN ENGINEERS DPC Lake Flower Relicensing - Hydro Dam	4,126.32	05/27/2025	Check Sequence: 20 001-8989-0400-0000	11055006	ACH Enabled: False
	Check Total:	4,126.32				
Vendor: 1313 12668 12668	GROUND EQUIPMENT INC 11.5 Twin Disc Clutch - 1994 Chipper 11.5 Twin Disc Clutch - 1994 Chipper	616.00 616.00	05/27/2025 05/27/2025	Check Sequence: 21 001-5110-0408-0000 005-8120-0408-0000	11054983 11054983	ACH Enabled: False
	Check Total:	1,232.00				
Vendor: 3728 22316	GUTHRIE SALES AND SERVICE Pressure Switch - 2023 Freightliner	339.05	05/27/2025	Check Sequence: 22 005-8120-0408-0000	11055008	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
	Check Total:	339.05				
Vendor: 133	HAUN WELDING SUPPLY, INC			Check Sequence: 23		ACH Enabled: False
466838	Welding Supplies	35.34	05/27/2025	004-1640-0400-0000	11054985	
466838	Welding Supplies	36.40	05/27/2025	001-1640-0400-0000	11054985	
466838	Welding Supplies	35.34	05/27/2025	005-1640-0400-0000	11054985	
	Check Total:	107.08				
Vendor: 5226	HIGH PEAKS FORD			Check Sequence: 24		ACH Enabled: False
51570	Resonator assembly exhaust, clamps - 2019 F350	236.92	05/27/2025	004-8340-0408-0000	11055017	
	Check Total:	236.92				
Vendor: 290	HYDE FUEL CO., INC.			Check Sequence: 25		ACH Enabled: False
165588	4.7 gal. Propane	6.75	05/27/2025	005-1640-0409-0000	11054995	
165588	4.7 gal. Propane	6.95	05/27/2025	001-1640-0409-0000	11054995	
165588	4.7 gal. Propane	6.75	05/27/2025	004-1640-0409-0000	11054995	
	Check Total:	20.45				
Vendor: 2360	JP SIGNS			Check Sequence: 26		ACH Enabled: False
7058	Install graphic on new 2023 F150 PD Vehicle	1,270.00	05/27/2025	001-3120-0200-0000	11054990	
	Check Total:	1,270.00				
Vendor: 997	KONICA MINOLTA PREMIER FINANCE			Check Sequence: 27		ACH Enabled: False
47048264	Copier Lease- PD & Village Offices	110.41	05/27/2025	001-3120-0400-0000	11055021	
47048264	Copier Lease- PD & Village Offices	128.01	05/27/2025	005-8110-0400-0000	11055021	
47048264	Copier Lease- PD & Village Offices	131.88	05/27/2025	001-1610-0400-0000	11055021	
47048264	Copier Lease- PD & Village Offices	128.01	05/27/2025	004-8310-0400-0000	11055021	
	Check Total:	498.31				
Vendor: 3389	TRAVIS LABAR			Check Sequence: 28		ACH Enabled: False
2024-25	Uniform Clothing Reimbursement	650.00	05/27/2025	001-3120-0400-0000	11055000	
	Check Total:	650.00				
Vendor: 3578	LEBLANC TRUCKING LLC			Check Sequence: 29		ACH Enabled: False



Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
1303	Disposal of Grit Screening/Sludge from WWTP	5,085.00	05/27/2025	005-8130-0400-0000	11055003	
	Check Total:	5,085.00				
Vendor: 5253	MOUNTAIN MEDICAL SERVICES, PLLC.			Check Sequence: 30		ACH Enabled: False
23054K1798	Drug Screens - DPW	135.96	05/27/2025	005-8110-0400-0000	11055018	
23054K1798	Drug Screens - DPW	135.96	05/27/2025	004-8310-0400-0000	11055018	
23054K1798	Drug Screens - DPW	140.08	05/27/2025	001-5132-0400-0000	11055018	
	Check Total:	412.00				
Vendor: 2216	OTIS ELEVATOR COMPANY			Check Sequence: 31		ACH Enabled: False
F10000227554	Service 3 Main St- Logistics & Fuel Impact Fee	125.00	05/27/2025	001-1620-0400-0000	11054989	
	Check Total:	125.00				
Vendor: 3583	RILEY FORD			Check Sequence: 32		ACH Enabled: False
22087	Trans filter, trans fluid, gasket - 2020 F150	264.81	05/27/2025	001-5110-0408-0000	11055004	
	Check Total:	264.81				
Vendor: 1066	SAFETY KLEEN SYSTEMS, INC.			Check Sequence: 33		ACH Enabled: False
97112412	YEARLY CONTRACT OF PARTS CLEANER !	110.17	05/27/2025	001-1640-0400-0000	11054981	
97112412	YEARLY CONTRACT OF PARTS CLEANER !	106.94	05/27/2025	005-1640-0400-0000	11054981	
97112412	YEARLY CONTRACT OF PARTS CLEANER !	106.94	05/27/2025	004-1640-0400-0000	11054981	
	Check Total:	324.05				
Vendor: 4866	SELECTIVE INSURANCE CO. OF AMERICA			Check Sequence: 34		ACH Enabled: False
S2515338	Endorsement / Policy Change	128.00	05/27/2025	001-1910-0405-0000	11055015	
	Check Total:	128.00				
Vendor: 172	SHARE CORPORATION			Check Sequence: 35		ACH Enabled: False
304036	Guard All, Splash Lock, Blue Magic	496.64	05/27/2025	001-5132-0407-0000	11054988	
	Check Total:	496.64				
Vendor: 435	SMITH AND STENDER LLC			Check Sequence: 36		ACH Enabled: False
2039	Refrigerant, repair water fountain	245.00	05/27/2025	001-7110-0410-0000	11055014	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
	Check Total:	245.00				
Vendor: 423	SUOZZO, DOTY & ASSOCIATES			Check Sequence: 37		ACH Enabled: False
24-061(7)	Project 24-061: Smart Growth Streetscape	1,403.40	05/27/2025	001-1440-0400-0000	11055013	
24-061(7)	Project 24-061: Smart Growth Streetscape	965.90	05/27/2025	004-1440-0400-0000	11055013	
25-007(1)	Project 25-007: Environmental Monitoring	1,870.00	05/27/2025	001-1440-0400-0000	11055013	
	Check Total:	4,239.30				
Vendor: 1572	SYMQUEST GROUP, INC.			Check Sequence: 38		ACH Enabled: False
2000998	Copier Services-WWTP & CG	18.15	05/27/2025	001-1490-0401-0000	11054986	
2000998	Copier Services-WWTP & CG	63.52	05/27/2025	004-8310-0401-0000	11054986	
2000998	Copier Services-WWTP & CG	63.51	05/27/2025	005-8110-0401-0000	11054986	
	Check Total:	145.18				
Vendor: 3241	TUBE PRO INC.			Check Sequence: 39		ACH Enabled: False
64542	Ski lift tower pads, pole pads, hydrant pads, etc	7,648.00	05/27/2025	001-7260-0401-0000	11054998	
	Check Total:	7,648.00				
Vendor: 25	W.B. MASON CO., INC.			Check Sequence: 40		ACH Enabled: False
254098822	PD Supplies- pens, gloves, memo pads, etc.	50.66	05/27/2025	001-3120-0401-0000	11054991	
254120581	PD Supplies- pens, gloves, memo pads, etc.	9.99	05/27/2025	001-3120-0401-0000	11054991	
	Check Total:	60.65				
Vendor: 1323	WARREN COUNTY SWCD			Check Sequence: 41		ACH Enabled: False
MARTIN/SOFIELD	NYSDEC Erosion/Sedi Training-D Martin, D So	200.00	05/27/2025	001-5110-0406-0000	11054984	
	Check Total:	200.00				
Vendor: 793	WARREN TIRE SERVICE CENTER			Check Sequence: 42		ACH Enabled: False
230029	305/70r 19.5 Tires - FD 2016 F550	3,750.00	05/27/2025	001-3410-0408-0000	11055020	
	Check Total:	3,750.00				

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
	Total for Check Run:	277,163.64				
	Total of Number of Checks:	42				

# Accounts Payable

## Voucher Approval List

User: accountspayable@saranacounty.gov  
 Printed: 05/23/2025 - 1:30PM  
 Batch: 00006.05.2025 - Vouchers 2025-05-27



Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11054999	11925	ADIRONDACK TECHS. LLC	Recurring Monthly Services	001-1680-0400-0000	421.93
11054999	11925	ADIRONDACK TECHS. LLC	Recurring Monthly Services	005-8110-0400-0000	409.51
11054999	11925	ADIRONDACK TECHS. LLC	Recurring Monthly Services	004-8310-0400-0000	409.51
<b>Warrant Total:</b>					<b>1,240.95</b>
11055011	002	AUBREY FOX	CPR Certifications (SWIMS Grant Reimbursement)	001-7180-0400-0000	630.00
<b>Warrant Total:</b>					<b>630.00</b>
11054997	125366	BEAM MACK SALES & SERVICE	Determine why "Check Engine" light on- 2016 Volvo	001-5110-0408-0000	884.35
<b>Warrant Total:</b>					<b>884.35</b>
11054992	2136932	CENTURY LINEN & UNIFORM	YEARLY CONTRACT FOR UNIFORM SERVICE	004-1640-0400-0000	24.79
11054992	2136932	CENTURY LINEN & UNIFORM	YEARLY CONTRACT FOR UNIFORM SERVICE	001-1640-0400-0000	25.55
11054992	2136932	CENTURY LINEN & UNIFORM	YEARLY CONTRACT FOR UNIFORM SERVICE	005-1640-0400-0000	24.79
11054992	2141280	CENTURY LINEN & UNIFORM	YEARLY CONTRACT FOR UNIFORM SERVICE	004-1640-0400-0000	24.79
11054992	2141280	CENTURY LINEN & UNIFORM	YEARLY CONTRACT FOR UNIFORM SERVICE	001-1640-0400-0000	25.55
11054992	2141280	CENTURY LINEN & UNIFORM	YEARLY CONTRACT FOR UNIFORM SERVICE	005-1640-0400-0000	24.79
<b>Warrant Total:</b>					<b>150.26</b>
11055007	2DAA3AE4-0125	COLUMN SOFTWARE PBC	Public Notice - bid, Public Hearing Notice	001-8620-0400-0000	18.52
11055007	2DAA3AE4-0126	COLUMN SOFTWARE PBC	Public Notice - bid, Public Hearing Notice	001-8620-0400-0000	31.06
<b>Warrant Total:</b>					<b>49.58</b>
11054982	64503	COMPASS PRINTING PLUS	Kan't Kopy paper-death certificate paper	001-1460-0401-0000	200.00
11054982	64503	COMPASS PRINTING PLUS	Kan't Kopy paper-death certificate paper	001-1610-0401-0000	74.00
11054982	64514	COMPASS PRINTING PLUS	Budget copies, tax inserts, #10 envelopes	001-1610-0401-0000	336.52
11054982	64514	COMPASS PRINTING PLUS	Budget copies, tax inserts, #10 envelopes	005-8110-0401-0000	190.74
11054982	64514	COMPASS PRINTING PLUS	Budget copies, tax inserts, #10 envelopes	004-8310-0401-0000	190.74
<b>Warrant Total:</b>					<b>992.00</b>
11055001	W898656	CORE & MAIN LP	1" Clay to Plastic Fernco	005-8120-0401-0000	402.08

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11055001	W914011	CORE & MAIN LP	Water Meter for Pendragon	004-8340-0401-0000	2,517.02
Warrant Total:					2,919.10
11055016	17711568 052025	CRYSTAL ROCK LLC	Potable Drinking Water Service	005-8130-0400-0000	76.94
Warrant Total:					76.94
11055005	763592	DOG WASTE DEPOT	Dog Waste bags	001-8160-0401-0000	885.88
Warrant Total:					885.88
11054993	V209387	EARTHPLANTER	Urban Vases, shipping	001-7110-0200-0000	2,264.00
Warrant Total:					2,264.00
11055002	531012	ENDYNE INC.	SPDES Required Testing at WWTP (Lab Testing)	005-8130-0400-0000	45.00
11055002	531013	ENDYNE INC.	Raw & Purification Water Testing at WTP	004-8330-0400-0000	50.00
11055002	531259	ENDYNE INC.	SPDES Required Testing at WWTP (Lab Testing)	005-8130-0400-0000	260.00
11055002	531463	ENDYNE INC.	SPDES Required Testing at WWTP (Lab Testing)	005-8130-0400-0000	45.00
11055002	531647	ENDYNE INC.	Raw & Purification Water Testing at WTP	004-8330-0400-0000	50.00
11055002	531789	ENDYNE INC.	Raw & Purification Water Testing at WTP	004-8330-0400-0000	25.00
11055002	531916	ENDYNE INC.	SPDES Required Testing at WWTP (Lab Testing)	005-8130-0400-0000	125.00
11055002	531989	ENDYNE INC.	SPDES Required Testing at WWTP (Lab Testing)	005-8130-0400-0000	105.00
11055002	532142	ENDYNE INC.	SPDES Required Testing at WWTP (Lab Testing)	005-8130-0400-0000	45.00
Warrant Total:					750.00
11055012	2573	FARMER BOY RESTORATION & ENVIRONMEI	Valves-Snow Making Infrastructure	001-7260-0200-0000	5,200.00
Warrant Total:					5,200.00
11054996	2703	FERGUSON WATERWORKS #1672	Ampersand Ave Utility Bid	005-8120-0401-0000	12,216.18
11054996	2703	FERGUSON WATERWORKS #1672	Ampersand Ave Utility Bid	004-8340-0401-0000	24,261.14
11054996	2703-1	FERGUSON WATERWORKS #1672	Ampersand Ave Utility Bid	004-8340-0401-0000	1,076.22
11054996	2703-1	FERGUSON WATERWORKS #1672	Ampersand Ave Utility Bid	005-8120-0401-0000	2,066.40
Warrant Total:					39,619.94
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	004-8340-0401-0000	59.22
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	001-1610-0400-0000	196.29
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	001-1230-0400-0000	19.00
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	001-1620-0400-0000	14,280.96
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	005-8120-0401-0000	59.22
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	001-1410-0401-0000	39.48

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	001-1680-0200-0000	118.95
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	232-0000-0401-0000	3,494.54
11055010	7965	FIRST NATIONAL BANK OF OMAHA	Credit Card #7965 purchases through 05/13	001-1680-0400-0000	5.75
Warrant Total:					18,273.41
11054987	2024-25	FRIENDS OF MT PISGAH, INC	Locker Rentals 2024-25	001-7260-0400-0000	2,325.00
Warrant Total:					2,325.00
11055019	031186414	GALLS, LLC	PD Shirt	001-3120-0401-0000	71.47
Warrant Total:					71.47
11055006	02322.029	GOMEZ & SULLIVAN ENGINEERS DPC	Lake Flower Relicensing - Hydro Dam	001-8989-0400-0000	4,126.32
Warrant Total:					4,126.32
11054983	12668	GROUND EQUIPMENT INC	11.5 Twin Disc Clutch - 1994 Chipper	005-8120-0408-0000	616.00
11054983	12668	GROUND EQUIPMENT INC	11.5 Twin Disc Clutch - 1994 Chipper	001-5110-0408-0000	616.00
Warrant Total:					1,232.00
11055008	22316	GUTHRIE SALES AND SERVICE	Pressure Switch - 2023 Freightliner	005-8120-0408-0000	339.05
Warrant Total:					339.05
11054985	466838	HAUN WELDING SUPPLY, INC	Welding Supplies	004-1640-0400-0000	35.34
11054985	466838	HAUN WELDING SUPPLY, INC	Welding Supplies	005-1640-0400-0000	35.34
11054985	466838	HAUN WELDING SUPPLY, INC	Welding Supplies	001-1640-0400-0000	36.40
Warrant Total:					107.08
11055017	51570	HIGH PEAKS FORD	Resonator assembly exhaust, clamps - 2019 F350	004-8340-0408-0000	236.92
Warrant Total:					236.92
11054995	165588	HYDE FUEL CO., INC.	4.7 gal. Propane	001-1640-0409-0000	6.95
11054995	165588	HYDE FUEL CO., INC.	4.7 gal. Propane	004-1640-0409-0000	6.75
11054995	165588	HYDE FUEL CO., INC.	4.7 gal. Propane	005-1640-0409-0000	6.75
Warrant Total:					20.45
11054990	7058	JP SIGNS	Install graphic on new 2023 F150 PD Vehicle	001-3120-0200-0000	1,270.00
Warrant Total:					1,270.00
11055021	47048264	KONICA MINOLTA PREMIER FINANCE	Copier Lease- PD & Village Offices	004-8310-0400-0000	128.01

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11055021	47048264	KONICA MINOLTA PREMIER FINANCE	Copier Lease- PD & Village Offices	001-3120-0400-0000	110.41
11055021	47048264	KONICA MINOLTA PREMIER FINANCE	Copier Lease- PD & Village Offices	005-8110-0400-0000	128.01
11055021	47048264	KONICA MINOLTA PREMIER FINANCE	Copier Lease- PD & Village Offices	001-1610-0400-0000	131.88
Warrant Total:					498.31
11055003	1303	LEBLANC TRUCKING LLC	Disposal of Grit Screening/Sludge from WWTP	005-8130-0400-0000	5,085.00
Warrant Total:					5,085.00
11054994	PAY APP 17	LUCK BROTHERS, INC.	CONSTRUCTION OF VSL PARKS, STREETSCAPES	250-8662-0421-0000	86,366.40
Warrant Total:					86,366.40
11055018	23054K1798	MOUNTAIN MEDICAL SERVICES, PLLC.	Drug Screens - DPW	001-5132-0400-0000	140.08
11055018	23054K1798	MOUNTAIN MEDICAL SERVICES, PLLC.	Drug Screens - DPW	004-8310-0400-0000	135.96
11055018	23054K1798	MOUNTAIN MEDICAL SERVICES, PLLC.	Drug Screens - DPW	005-8110-0400-0000	135.96
Warrant Total:					412.00
11054989	F10000227554	OTIS ELEVATOR COMPANY	Service 3 Main St- Logistics & Fuel Impact Fee	001-1620-0400-0000	125.00
Warrant Total:					125.00
11055004	22087	RILEY FORD	Trans filter, trans fluid, gasket - 2020 F150	001-5110-0408-0000	264.81
Warrant Total:					264.81
11054981	97112412	SAFETY KLEEN SYSTEMS, INC.	YEARLY CONTRACT OF PARTS CLEANER SERVICE	004-1640-0400-0000	106.94
11054981	97112412	SAFETY KLEEN SYSTEMS, INC.	YEARLY CONTRACT OF PARTS CLEANER SERVICE	005-1640-0400-0000	106.94
11054981	97112412	SAFETY KLEEN SYSTEMS, INC.	YEARLY CONTRACT OF PARTS CLEANER SERVICE	001-1640-0400-0000	110.17
Warrant Total:					324.05
11055015	S2515338	SELECTIVE INSURANCE CO. OF AMERICA	Endorsement / Policy Change	001-1910-0405-0000	128.00
Warrant Total:					128.00
11054988	304036	SHARE CORPORATION	Guard All, Splash Lock, Blue Magic	001-5132-0407-0000	496.64
Warrant Total:					496.64
11055014	2039	SMITH AND STENDER LLC	Refrigerant, repair water fountain	001-7110-0410-0000	245.00
Warrant Total:					245.00
11055013	24-128(6)	SUOZZO, DOTY & ASSOCIATES	Project #24-128: WPCP Upgrades Task 1-Design	251-1440-0400-0000	8,927.00
11055013	24-129(6)	SUOZZO, DOTY & ASSOCIATES	Project #24-129: Modification-Task 2-reporting	251-1440-0400-0000	7,886.55

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11055013	24-129(6)	SUOZZO, DOTY & ASSOCIATES	Project #24-129: Collection System Task 1-Design	251-1440-0400-0000	4,870.95
11055013	24-130(6)	SUOZZO, DOTY & ASSOCIATES	#24-130: Collection System FEMA Task 6-Sewer Flow	230-1440-0400-0000	9,282.00
11055013	24-130(6)	SUOZZO, DOTY & ASSOCIATES	#24-130: Collection System FEMA Reimbursibles	230-1440-0400-0000	400.57
11055013	24-130(6)	SUOZZO, DOTY & ASSOCIATES	#24-130: Collection System FEMA Task 5-Project Management	230-1440-0400-0000	430.00
11055013	24-130(6)	SUOZZO, DOTY & ASSOCIATES	#24-130: Collection System FEMA Task 4-Grant Admin	230-1440-0400-0000	3,800.00
11055013	24-130(6)	SUOZZO, DOTY & ASSOCIATES	#24-130: Collection System FEMA Task 3-Design Eval	230-1440-0400-0000	13,192.00
11055013	24-130(6)	SUOZZO, DOTY & ASSOCIATES	#24-130: Collection System FEMA Task 1- Sewer Main CCTV	230-1440-0400-0000	471.53
11055013	24-061(7)	SUOZZO, DOTY & ASSOCIATES	Project 24-061: Smart Growth Streetscape	001-1440-0400-0000	1,403.40
11055013	24-061(7)	SUOZZO, DOTY & ASSOCIATES	Project 24-061: Smart Growth Streetscape	004-1440-0400-0000	965.90
11055013	25-007(1)	SUOZZO, DOTY & ASSOCIATES	Project 25-007: Environmental Monitoring	001-1440-0400-0000	1,870.00
Warrant Total:					53,499.90
11054986	2000998	SYMQUEST GROUP, INC.	Copier Services-WWTP & CG	004-8310-0401-0000	63.52
11054986	2000998	SYMQUEST GROUP, INC.	Copier Services-WWTP & CG	001-1490-0401-0000	18.15
11054986	2000998	SYMQUEST GROUP, INC.	Copier Services-WWTP & CG	005-8110-0401-0000	63.51
Warrant Total:					145.18
11055000	2024-25	TRAVIS LABAR	Uniform Clothing Reimbursement	001-3120-0400-0000	650.00
Warrant Total:					650.00
11054998	64542	TUBE PRO INC.	Ski lift tower pads, pole pads, hydrant pads, etc	001-7260-0401-0000	7,648.00
Warrant Total:					7,648.00
11054991	254098822	W.B. MASON CO., INC.	PD Supplies- pens, gloves, memo pads, etc.	001-3120-0401-0000	50.66
11054991	254120581	W.B. MASON CO., INC.	PD Supplies- pens, gloves, memo pads, etc.	001-3120-0401-0000	9.99
Warrant Total:					60.65
11054984	MARTIN/SOFIELD	WARREN COUNTY SWCD	NYSDEC Erosion/Sedi Training-D Martin, D Sofield	001-5110-0406-0000	200.00
Warrant Total:					200.00
11055020	230029	WARREN TIRE SERVICE CENTER	305/70r 19.5 Tires - FD 2016 F550	001-3410-0408-0000	3,750.00
Warrant Total:					3,750.00
11055009	621601-10	WENDEL	Project 621601- Design Phase 1	228-3497-0416-0000	33,600.00
Warrant Total:					33,600.00
Report Total:					277,163.64



# Accounts Payable

## Voucher Approval Document



User: accounts payable@saranaclakeny.gov  
Printed: 05/23/2025 - 1:30PM  
Date Type:  
Batch: 00006.05.2025 - Vouchers 2025-05-27  
Voucher From & To:  
Date From & To:  
Batch: AP5 00006.05.2025

### 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: \_\_\_\_\_

### 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.

Fund	Description	Amount
001	GENERAL FUND	51,462.12
004	WATER FUND	30,367.77
005	SEWER FUND	22,612.21
228	EMERGENCY SER. NEW BUILD BILL# 28-2022	33,600.00
230	SEWER TRUNK/SWAMP LINE FEMA	27,576.10
232	RIVERWALK IMPROVEMENTS	3,494.54
250	DRI PROJECTS	86,366.40
251	WPCP & WWTP UPGRADES	21,684.50
<b>Report Total:</b>		<b>277,163.64</b>

## **VILLAGE BOARD REGULAR MEETING**

Monday, April 28, 2025

Regular Meeting began at 5:00 PM and ended at 6:45 PM

Meeting was held in person in the Village Board Room and was also available on zoom

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Williams present; Trustee Brunette present; Trustee Ryan; present; Trustee Scollin present; Trustee White present.

Staff also Present: Village Manager Bachana Tsiklauri, Village Treasurer Kendra Martin, and Village Clerk Amanda Hopf.

### **AUDITING:**

Chair Mayor Williams called for a motion to approve payment for the 2025 Budget \$211,432.47 batch number 04282025. Complete detail of these vouchers is attached and made part of these minutes.

Motion: Brunette Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **APPROVAL OF MINUTES:**

Chair Mayor Williams called for a motion to approve these minutes

Motion: Scollin Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White abstain; Williams yes.

**SPECIAL GUEST:** NYS DOT Regional Directors and Planning Team

### **ITEMS FOR BOARD ACTION:**

#### **Bill 46-Adopt 2025-2026 Budget**

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

Chair Mayor Williams called for a motion

Motion: White Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

#### **Bill 47-2025 Resolution authorizing the acceptance and implementation of wayfinding proposal for the Saranac Riverwalk**

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

Chair Mayor Williams called for a motion

Motion: Brunette Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

#### **Bill 48-2025 Appointment of Health Officer, Ray Scollin for one year term.**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Brunette

Roll Call: Brunette yes; Ryan yes; Scollin abstain; White yes; Williams yes.

**Bill 49-2025 Resolution to authorize re-levy of unpaid water/sewer bills to Village tax bills**

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

Chair Mayor Williams called for a motion

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 50-2025 Authorize the acceptance of ADK quad county statewide community regrant (SCR)**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 51-2025 Resolution to support the funding for the Willard Hanmer Guideboat Race**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: Ryan

Motion to amend: Ryan Second: White

Roll Call to amend: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Roll Call on amended: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 52-2025 Resolution authorizing the Village Manager to provisionally hire code enforcement officer**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 53-2025 Deem Equipment Surplus for dry well concrete structures**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 54-2025 Resolution allowing dissolution of the Village's contract with Jouse Assets, Inc. to provide administrative services for CCA Program**

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

Chair Mayor Williams called for a motion

Motion: White Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Bill 55-2025 Resolution to call for a public hearing on Monday, May 12, 2025 at 5:00 PM for amendments to the short-term rental law**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**OLD BUSINESS:** EMS Committee Update

**NEW BUSINESS:** AEDC Policy

**PUBLIC COMMENT:**

Mary Thill FOIL request

Mark Wilson budget concerns

Elizabeth Kochar April 14, 2025 meeting minute concerns

Doug Haney 33 Petrova transparency

**MOTION TO ADJURN:**

Chair Mayor Williams called for a motion

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

## **VILLAGE BOARD REGULAR MEETING**

Monday, May 12, 2025

Regular Meeting began at 5:00 PM and ended at 8:05 PM

Meeting was held in person in the Village Board Room and was also available on zoom

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Williams present; Trustee Brunette present; Trustee Ryan; present; Trustee Scollin present; Trustee White present.

Staff also Present: Village Manager Bachana Tsiklauri and Village Clerk Amanda Hopf

### **AUDITING:**

Chair Mayor Williams called for a motion to approve payment for the 2025 Budget \$204,982.21 batch number 05122025. Complete detail of these vouchers is attached and made part of these minutes.

Motion: White Second: Brunette

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**SPECIAL GUEST:** Scott Childs, Director of Plant Operations Adirondack Medical Center

**DEPARTMENT HEAD UPDATE:** Community Development Director

**PUBLIC HEARING:** Short-term rental law amendments

Chair Mayor Williams called for a motion to open the public hearing

Motion: Brunette Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Deb Story appreciation for work on STR law and further amendment recommendations

Trevor Sussey on the density regulations

Peter Seward support and suggestions of the amendments

Tamara Van Ryn with recommendations needed to the STR law

Chair Mayor Williams called for a motion to close the public hearing.

Motion: White Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**SPECIAL GUEST:** Doug Haney Fawn Valley Project and Housing Petition

### **PUBLIC COMMENT:**

Joy Cranker housing issues of the Village

KT Stiles exploring other options for housing in the Village

Rich Shapiro EV Station at skatepark and special ordinance for EV parking spaces, Climate Smart Committee, and EMS facilities studies

Mark Wilson 33 Petrova oil spill and cost of EMS facilities

Nick Friedman Accessible ADK Tourism

Keith Murphy in support of Housing petition and the process of EMS project

Jeremy Evans transparency of EMS project compared to other Village projects

Franny Preston current state of EMS facilities and support of new at 33 Petrova

Tamara Van Ryn on numbers of updated building size

## **ITEMS FOR BOARD ACTION:**

### **Bill 56-Call for Public Hearing for 2025-2026 Sewer Rates**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **Bill 57-2025 Resolution to execute MOU with Teamsters Union**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **Bill 58-2025 Resolution to approve the proposal from Accessible Adirondack Tourism for ADA survey of Village Parks**

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

Chair Mayor Williams called for a motion

Motion: Ryan Second: Scollin

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **Bill 59-2025 Resolution authorizing the overnight travel for the Community Development Department**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: White

Motion to amend: White Second: Scollin

Roll Call to amend: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Roll Call to pass amended: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **Bill 60-2025 Appoint new members to the climate smart communities task force**

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

Chair Mayor Williams called for a motion

Motion: Scollin Second: Ryan

Motion to Table: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **Bill 61-2025 Approve SDA contract amendments for Sewer Project**

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

Chair Mayor Williams called for a motion

Motion: Brunette Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

### **Bill 62-2025 Amend Employee Handbook**

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

Chair Mayor Williams called for a motion

Motion: White Second: Brunette

Motion to Table: Williams Second: Scollin

Roll Call to Table: Brunette yes; Ryan yes; Scollin yes; White no; Williams yes.

**OLD BUSINESS:** Riverwalk signage, emergency services building updates to the board

**NEW BUSINESS:** 33 Petrova, Citizens Advocates, and Armory upgrades

**PUBLIC COMMENT:**

Mark Wilson EMS committee Charter

Rich Shapiro Park Signage Ward Plumadore, Riverwalk signage, 33 Petrova oil spill, and EMS design transparency

Molly Hahn on being more transparent

Doug Haney meeting minutes of EMS committee meetings

**EXECUTIVE SESSION:** Collective Bargaining Negotiations per Article 14 of Civil Service Law

Chair Mayor Williams called for a motion to enter into Executive Session

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**MOTION TO ADJURN:**

Chair Mayor Williams called for a motion

Motion: White Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**PUBLIC HEARING**  
**2025-2026 WATER SEWER RATES**



**VILLAGE OF SARANAC LAKE WATER & SEWER RATES FY2025-2026(WAT 0.00% INC/SEW 0.00% INC )**

**Metered Rates Per 1,000 Gallons: Water = \$10.7526 / Sewer = \$8.6181 --> Metered Minimum Charge: 8,500 Gallons/Quarter**

Water Code	Sewer Code	Description	Water Quarterly	Sewer Quarterly	Total Quarterly	Water Annually	Sewer Annually	Total Annually
101	201	Metered - Inside Village <i>Minimum Rate</i>	\$91.40	\$73.25	\$164.65	\$365.59	\$293.01	\$658.60
120	220	Metered - District <i>Minimum Rate</i>	\$182.79	\$146.51	\$329.30	\$731.18	\$586.03	\$1,317.21
130	230	Metered - Outside-No District <i>Minimum Rate</i>	\$274.19	\$219.76	\$493.95	\$1,096.77	\$879.04	\$1,975.81
301	401	1 or 2 Bedroom House	\$202.85	\$160.48	\$363.33	\$811.41	\$641.91	\$1,453.32
302	402	3 Bedroom House	\$296.63	\$235.78	\$532.41	\$1,186.52	\$943.14	\$2,129.66
303	403	4 Bedroom House	\$390.41	\$311.09	\$701.50	\$1,561.62	\$1,244.37	\$2,805.99
304	404	5 Bedroom House	\$484.17	\$386.38	\$870.55	\$1,936.67	\$1,545.53	\$3,482.20
305	405	6 Bedroom House	\$577.94	\$461.69	\$1,039.63	\$2,311.78	\$1,846.76	\$4,158.54
306	406	7 Bedroom House	\$671.72	\$537.00	\$1,208.72	\$2,686.88	\$2,147.99	\$4,834.87
307	407	8 Bedroom House	\$765.48	\$612.30	\$1,377.79	\$3,061.93	\$2,449.22	\$5,511.15
308	408	1 Bedroom Apartment	\$202.85	\$160.48	\$363.33	\$811.41	\$641.91	\$1,453.32
309	409	2 Bedroom Apartment	\$202.85	\$160.48	\$363.33	\$811.41	\$641.91	\$1,453.32
310	410	3 Bedroom Apartment	\$296.63	\$235.78	\$532.41	\$1,186.52	\$943.14	\$2,129.66
311	411	4 Bedroom Apartment	\$390.41	\$311.09	\$701.50	\$1,561.62	\$1,244.37	\$2,805.99
312	412	5 Bedroom Apartment	\$484.17	\$386.38	\$870.55	\$1,936.67	\$1,545.53	\$3,482.20
313	413	Hotel, Cabins, Motel - Per Bedroom	\$129.49	\$125.88	\$255.38	\$517.97	\$503.53	\$1,021.50
314	414	Bd Hse, B&B, Tourist Hm, Dorm - Per Bedrm	\$112.56	\$116.04	\$228.59	\$450.23	\$464.15	\$914.38
316	416	2 Car/Stall Garage	\$32.24	\$27.88	\$60.12	\$128.95	\$111.54	\$240.48
317	417	3 Car/Stall Garage	\$64.54	\$54.81	\$119.35	\$258.17	\$219.23	\$477.40
318	418	4 Car/Stall Garage	\$96.78	\$81.65	\$178.43	\$387.12	\$326.58	\$713.71
319	419	Public Garage - Per Sq Ft	\$0.41	\$0.39	\$0.79	\$1.62	\$1.55	\$3.17
320	420	Gasoline/Service Station	\$259.19	\$273.33	\$532.52	\$1,036.78	\$1,093.31	\$2,130.09
322	422	Misc Office - Small - Under 1000 Ft	\$124.49	\$124.58	\$249.08	\$497.96	\$498.34	\$996.30
323	423	Misc Office - Large - Per Floor	\$248.23	\$248.87	\$497.09	\$992.90	\$995.47	\$1,988.37
325	425	Misc Store - Large - Over 1000 Ft	\$618.05	\$620.33	\$1,238.38	\$2,472.20	\$2,481.31	\$4,953.51
326	426	Misc Store - Small - Under 1000 Ft	\$200.62	\$176.75	\$377.36	\$802.47	\$706.98	\$1,509.45
329	429	Beauty Shop - 1st 2 Chairs	\$355.15	\$356.26	\$711.41	\$1,420.60	\$1,425.02	\$2,845.63
330	430	Beauty Shop - Each Chair Over 2	\$72.35	\$72.22	\$144.58	\$289.42	\$288.89	\$578.31
331	431	Physicians Offices (Each)	\$200.62	\$176.75	\$377.36	\$802.47	\$706.98	\$1,509.45
332	432	Dentists Offices & Labs (Each)	\$668.73	\$594.72	\$1,263.45	\$2,674.92	\$2,378.88	\$5,053.80
333	433	Bar, Grill, Fountain, Restaurant	\$580.39	\$582.55	\$1,162.94	\$2,321.56	\$2,330.19	\$4,651.75
335	435	Hall or Lodge	\$451.72	\$453.28	\$905.00	\$1,806.89	\$1,813.11	\$3,619.99
340	440	Trailer Park - Per Connection	\$101.03	\$101.05	\$202.08	\$404.11	\$404.20	\$808.32
343	443	Warehouse - Per Sq Ft	\$0.41	\$0.39	\$0.79	\$1.62	\$1.55	\$3.17
347	447	Boat House - Commercial	\$291.01	\$291.86	\$582.87	\$1,164.05	\$1,167.42	\$2,331.47
348	448	Theater - Per Seat	\$1.51	\$1.48	\$2.99	\$6.04	\$5.93	\$11.97
349	449	School - Per Student	\$8.37	\$8.38	\$16.75	\$33.48	\$33.51	\$67.00
356		Vacant Lot With Tap	\$91.39	\$0.00	\$91.39	\$365.57	\$0.00	\$365.57
366	466	Church	\$200.62	\$176.75	\$377.36	\$802.47	\$706.98	\$1,509.45
372	472	Field House	\$101.10	\$91.49	\$192.59	\$404.39	\$365.97	\$770.36
373	473	Temporary Disconnect	\$91.40	\$73.25	\$164.65	\$365.60	\$293.00	\$658.61

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

SUBJECT: CSC Task Force Members

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

BILL # 60-2025

DATE SUBMITTED: 5/7/2025

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

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED: \$0

AMOUNT  
BUDGETED: \$0

APPROPRIATION  
REQUIRED: \$0

**SUMMARY STATEMENT**

Resolution appointing three new members to the Climate Smart Communities Task Force

**RECOMMENDED ACTION**

MOVED BY: Scollin      SECONDED BY: White

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

RESOLUTION APPOINTING MEMBERS TO THE  
CLIMATE SMART COMMUNITIES TASK FORCE

WHEREAS, the Village of Saranac Lake is dedicated to achieving a Climate Smart Communities certification, and,

WHEREAS, the Village has established a CSC Task Force to facilitate certification of the Village as a Climate Smart Community, and,

WHEREAS, individuals have expressed interest in joining the CSC Task Force.

THEREFORE, BE IT RESOLVED, the Village Board of Trustees hereby appoints Sunita Halasz, Steve Halasz, and Oliver Halasz to the Climate Smart Communities Task Force.

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

SUBJECT: Can-Am Carnival

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

BILL # 63-2025

DATE SUBMITTED: 5/15/2025

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

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED: \$0

AMOUNT  
BUDGETED: \$0

APPROPRIATION  
REQUIRED: \$0

**SUMMARY STATEMENT**

Resolution to approve park use application with sale of alcohol for 2025 Can-Am Carnival

**RECOMMENDED ACTION**

MOVED BY: Ryan      SECONDED BY: Scollin

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

RESOLUTION TO APPROVE PARK USE APPLICATION FOR 2025 ANNUAL CAN-AM  
CARNIVAL IN RIVERSIDE PARK AND ALLOW SALE OF ALCOHOL

WHEREAS, Can-Am Rugby is requesting usage of Riverside Park on Rugby Weekend, July 25-27, 2025, for the annual Can-Am Carnival, and

WHEREAS, Can-Am Rugby has partnered with the Hotel Saranac and other local vendors to provide food and beverage services during the carnival, and,

WHEREAS, all parties involved will provide the necessary certificates of insurance naming the Village of Saranac Lake additionally insured, and,

WHEREAS, special event permits from the New York State Liquor Authority will be obtained by vendors and a copy of this permit will be placed on file with the Village,

THEREFORE BE IT RESOLVED, the Village Board of Saranac Lake authorizes Can-Am Rugby to use Riverside Park for Can-Am Carnival from July 25-27, 2025 and allow sale of alcohol.

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

SUBJECT: SEQR Declaration STR Law Amendments Date: 05/27/25

DEPT OF ORIGIN: Village Manager

Bill # 64-2025

DATE SUBMITTED: 05/21/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED: \$

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

A resolution to declare the Village of Saranac Lake as lead agency for the purposes of SEQR review of proposed amendments to the "Short-Term Rental Law," and further determines that the proposed Action is a Type 1 Action under SEQR. The Village Board of the Village of Saranac Lake issues a negative declaration regarding the adoption of Local Law #1-2025, amendments to the Short-Term Rental Law.

MOVED BY: Ryan SECONDED BY: Scollin

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE WHITE

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

**VILLAGE OF SARANAC LAKE RESOLUTION  
LEAD AGENCY & NEGATIVE DECLARATION FOR LOCAL LAW 1 OF 2025  
SHORT-TERM RENTAL LAW AMENDMENTS**

**WHEREAS**, the Village of Saranac Lake adopted the Village of Saranac Lake Unified Development Code, and,

**WHEREAS**, amendments to the Development Code are allowed for purposes of public necessity, convenience, and the general welfare, and,

**WHEREAS**, the Village Board has received and reviewed amendments to the Village Development Codes Short-term Rental Law, and,

**WHEREAS**, in consideration of the circumstances as described above, the Village Board needs to amend the Village of Saranac Lake Unified Development Code, and,

**WHEREAS**, the Village Board of Trustees held a public hearing on Monday, May 12, 2025 to consider the amendments to the Unified Development Code, as set more fully in the text of the Local Law, and,

**WHEREAS**, the Board must evaluate all proposed action submitted to it for its consideration that may affect the environment in light of the State Environmental Quality Review Act (SEQR) and the regulations promulgated thereunder, and,

**WHEREAS**, the Board desires to serve and act as the lead agency for the purposes of SEQR, and,

**WHEREAS**, this project is listed as a Type I action for the purposes of SEQR as it adopts the amendments to the Development Code, and,

**THEREFORE, BE IT RESOLVED**, the Board makes the following findings and determinations with respect to the proposed project:

- (1) The proposed Development Code amendments have been determined not to have a significant impact on the environment and a negative declaration is issued.

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>							
Name of Action or Project: Amendment to the Development Code for Short-term Rentals							
Project Location (describe, and attach a location map): Village-Wide							
Brief Description of Proposed Action: Local Law Amending the Village of Saranac Lake Development Code Short-term Rental Law (106-104.3)							
Name of Applicant or Sponsor: Village of Saranac Lake		Telephone: 518-891-4150 E-Mail: clerk@saranaclakeny.gov					
Address: 39 Main Street, Suite 9							
City/PO: Saranac Lake		State: NY	Zip Code: 12983				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">NO</td> <td style="width: 50%; padding: 2px;">YES</td> </tr> <tr> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input checked="" type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">NO</td> <td style="width: 50%; padding: 2px;">YES</td> </tr> <tr> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input type="checkbox"/>						
3.a. Total acreage of the site of the proposed action?		NA acres					
b. Total acreage to be physically disturbed?		NA acres					
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		NA acres					
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland							



5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	N/A <input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?  If No, describe method for providing potable water: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?  If No, describe method for providing wastewater treatment: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	<input type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	<input type="checkbox"/> NO <input type="checkbox"/> YES		

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	<b>NO</b>  <input type="checkbox"/>	<b>YES</b>  <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	<b>NO</b>  <input type="checkbox"/>	<b>YES</b>  <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	<b>NO</b>  <input type="checkbox"/>	<b>YES</b>  <input type="checkbox"/>
<b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor name: Village of Saranac Lake Board of Trustees <span style="float: right;">Date: 5-6-2025</span> Signature: <u><i>Natrina Elynn</i></u>		

Project: STR Law Amendments

Date: 5/27/2025

## *Short Environmental Assessment Form*

### *Part 2 - Impact Assessment*

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### ***Short Environmental Assessment Form*** ***Part 3 Determination of Significance***

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Village of Saranac Lake Board of Trustees

Name of Lead Agency

Date

James Williams

Mayor

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Amanda Hopf, Village Clerk

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

**PRINT FORM**

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

SUBJECT: Adopt Local Law #1-2025 STR Law Amendments Date: 05/27/25

DEPT OF ORIGIN: Village Manager

Bill # 65-2025

DATE SUBMITTED: 05/21/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED: \$

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

Adopt Local Law #1-2025, amendments to the Short-term Rental Law

MOVED BY: Scollin SECONDED BY: Ryan

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE WHITE

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

**VILLAGE OF SARANAC LAKE RESOLUTION  
AMENDING THE VILLAGE OF SARANAC LAKE UNIFIED DEVELOPMENT CODE:  
LOCAL LAW #1-2025 SHORT-TERM RENTAL LAW AMENDMENTS**

**WHEREAS**, the Village of Saranac Lake adopted the Village of Saranac Lake Unified Development Code, and,

**WHEREAS**, amendments to the Development Code are allowed for purposes of public necessity, convenience, and the general welfare, and,

**WHEREAS**, the Village Board has received the draft amendments to the Village Development Code, and,

**WHEREAS**, in consideration of the circumstances as described above, the Village Board needs to amend the Village of Saranac Lake Unified Development Code, and,

**WHEREAS**, the Village Board of Trustees held a public hearing on Monday, May 12, 2025 to consider the amendments to the Unified Development Code, as set more fully in the text of the Local Law, and,

**WHEREAS**, the Essex County Planning Board determined the amendments will not have an adverse effect on the County Property, and,

**WHEREAS**, the board has reviewed the proposed amendments for purposes of SEQR and determined a negative declaration be issued with respect to the proposed action.

**THEREFORE, BE IT RESOLVED**, the Village of Saranac Lake Board of Trustees amends the Village Development Code with changes as set forth in Local Law #1-2025.

**BE IT FURTHER RESOLVED**, the amendments will become effective upon filing with the New York Secretary of State.

Remit to: Judith Garrison, Clerk of the Board

[Judith.garrison@essexcountyny.gov](mailto:Judith.garrison@essexcountyny.gov)

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

Initials: \_\_\_\_\_

## **General Municipal Law §239-M Referral Form**

### **Essex County, NY Planning Board**

➤ **Email Response will determine “Receipt” of a Completed Application. Upon Receipt, the County Planning Board has 30 Days to Review this Application.**

➤ **Email Subject Lines must state “239M Referral\_Applicant Physical Address”**

**Municipality:** Village of Saranac Lake

#### **Referring Body:**

- ☒ Planning Board
- ☐ Zoning Board of Appeals
- ☐ Town Board, Village Board
- ☐ Code Enforcement Office

#### **Proposed Action:**

- ☐ Adoption or amendment of a zoning ordinance, local law or code
- ☐ Adoption or amendment of a Comprehensive Plan
- ☐ Site plan review
- ☐ Granting of a use variance
- ☐ Granting of an area variance
- ☐ Granting of a special use permit
- ☐ Other (please specify): \_\_\_\_\_

#### **Location is within 500 feet of the following:**

- ☐ Municipal Boundary\*\*
- ☐ Right-of-way of a County or State road, highway or parkway
- ☐ Boundary of State or County owned public land, park or recreation area
- ☐ Boundary of State or County owned land containing a public building or institution
- ☐ Boundary of a farm operation location in, or adjacent to, an Agricultural District, as defined by Article 25AA or Agricultural District Law (Ag. District Map: <https://cugir-data.s3.amazonaws.com/00/79/62/agESSE.pdf>) \*\*\*

#### **Project Description:**

Applicant Name: Village of Saranac Lake

Address of Proposed Action: 39 Main St. Saranac Lake, NY 12983

Brief Description of Proposed Action: Amendments to Local Law #2 of 2023

#### **REQUIRED ENCLOSURES**

- ☒ Environmental Assessment Form: completed Part 1 of the appropriate Environmental Assessment Form (EAF) and any other materials used to make a determination of significance pursuant to the State Environmental Quality Review Act (SEQRA)
- ☐ Any/all Maps, Sketches and/or Plans provided to the Referring Body
- ☒ For adoption or amendment of zoning laws or comprehensive plans, a copy of the full text
- ☐ Copy of the application submitted to the Referring Body
- ☐ An Agricultural Data Statement, for special use permits, site plans, or use variances located in an Agricultural District or within 500 feet of a farm operation located in an Agricultural District, per Ag. Districts Law Article 25AA §305-a, Town Law §238-a, and Village Law §7-739

#### **Official to whom Essex County Planning Board recommendation should be sent:**

Name: Katrina Glynn

Title: Development Board Director

Mailing Address: 39 Main Street, Saranac Lake, NY 12983

Email: CornDev@SaranacLakeny.gov

Phone: 518-891-4150 x235

Fax: \_\_\_\_\_ Preferred method for response: ☐ mail ☒ email

\*The Essex County Planning Board does NOT have authority to review subdivisions. Subdivisions should not be referred.

\*\* Per G.M.L. §239-nn, in the case of site plan review, special use permit, use variance, or subdivision, a public hearing notice must be given, by mail or email, to the clerk of the adjacent municipality at least 10 days prior to the hearing.

\*\*\*This criteria does NOT apply to area variances.

Please remit Notice of Action Form to be filed with the County once action has been taken.

## Amanda Hopf

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**From:** Katrina Glynn  
**Sent:** Friday, May 16, 2025 12:34 PM  
**To:** Amanda Hopf  
**Subject:** FW: 239M Referral\_39 Main St. Saranac Lake

---

**From:** Anna Reynolds <Anna.Reynolds@essexcountyny.gov>  
**Sent:** Tuesday, May 13, 2025 9:53 AM  
**To:** Katrina Glynn <comdev@saranaclakeny.gov>  
**Subject:** RE: 239M Referral\_39 Main St. Saranac Lake

Hey Katrina,  
The Referral went through the Planning Board yesterday - no issues and a letter should be delivered this month.

I have a random question for you. Do you also have to refer projects to Franklin County?  
Thank you!

---

**From:** Katrina Glynn <comdev@saranaclakeny.gov>  
**Sent:** Tuesday, May 6, 2025 12:37 PM  
**To:** Anna Reynolds <Anna.Reynolds@essexcountyny.gov>  
**Cc:** Judith Garrison <Judith.Garrison@essexcountyny.gov>; clerk@saranaclakeny.gov  
**Subject:** [EXTERNAL] 239M Referral\_39 Main St. Saranac Lake

Hi Anna,

Attached please find the 239m referral for the Village of Saranac Lake STR Amendments. Please let me know if you have any questions.

Thanks,  
Katrina

Katrina Glynn  
Community Development Director  
Village of Saranac Lake  
39 Main St., Suite 9  
Saranac Lake, NY 12983  
[comdev@saranaclakeny.gov](mailto:comdev@saranaclakeny.gov)  
518-891-4150 x235



**VILLAGE OF SARANAC LAKE  
LOCAL LAW NO. # 3 OF 2023**

**A LOCAL LAW TO AMEND THE VILLAGE OF SARANAC LAKE  
UNIFIED DEVELOPMENT CODE**

**SECTION 1: TITLE.**

This local law shall be cited as Local Law No. 3 of 2023 of the Village of Saranac Lake and entitled "Short-Term Rental Law."

**SECTION 2: LEGISLATIVE INTENT AND PURPOSE.**

This local law amends Chapter 106 of the Village Code to provide amendments to the Village's Unified Development Code. The purpose of this local law is to address the use of Short-Term Rental Units [hereafter STRs] within the Village of Saranac Lake; in an effort to mitigate the impact of STRs on the Village; ensure the safety of STRs; and ensure that certain concerns and opportunities, including but not limited to, the following are addressed:

- A. Balance the needs and rights of all residents;
- B. Protect residents from external forces affecting housing access and affordability;
- C. Provide stability and a high quality of life for Village residents;
- D. Provide Village residents with the opportunity to benefit from tourism;
- E. Provide great benefit to the community when operated appropriately by Village residents.

The continued operation of Pre-Existing STRs must also be addressed with an appreciation for the substantial investments that have often been made by the owners of those properties and/or their reliance on income from those properties. The Village acknowledges that it has allowed Pre-Existing STRs to be developed and operated without any zoning regulation or required approvals and that zoning regulation of STRs has only recently evolved.

Accordingly, as a matter of fairness to these owners, the Village Board finds that Pre-Existing STRs should be allowed to continue to operate so long as they comply with requirements deemed necessary by the Village for the protection of public health, safety, and welfare. To achieve the desired balance of needs and rights, however, residents living near Pre-Existing STRs should have the opportunity to comment on their operation.

Overall, it is the Village Board's goal to see a respectful dialogue between Pre-Existing STR owners and potentially impacted neighbors facilitated by the Development Board through the Special Use Permit process.

This Local Law imposes mandatory regulations and requirements on all Village of Saranac Lake property owners currently renting, or planning to operate, one or more STRs, as defined herein. The purpose of such regulations and requirements is to assure that the properties being rented meet certain minimum safety and regulatory requirements thereby protecting the property owners, the occupants of such housing, and the residents of the Village of Saranac Lake.

## SECTION 3: AUTHORITY.

This Local Law is adopted in accordance with Article 7 of the Village Law of the State of New York, which grants the Village of Saranac Lake the authority to regulate and restrict the location and use of buildings, structures, and land for trade, industry, and residence, for the purpose of promoting the health, safety, morals, or general welfare of the community, and in accordance with Municipal Home Rule Law, Article 2, Section 10, that gives the Village of Saranac Lake the power to protect and enhance its physical and visual environment.

The Village Board of Trustees authorizes the Development Board to issue Special Use Permits to property owners to use their properties as STRs, per the provisions set forth in this local law. The STR Permit Administrator may, thereafter, issue or deny STR renewal permits. Applications for permits to operate STRs shall be processed under the procedures set forth in the Development Code and this local law.

## SECTION 4: APPLICABLE LAW.

All property owners desiring to operate an STR must comply with the regulations of this local law. However, nothing in this local law shall alter, affect, or supersede any regulations or requirements of the Village of Saranac Lake Development Code, any regulations or requirements imposed by Franklin or Essex Counties, or any State or Federal regulations or requirements, and all property owners must continue to comply with such regulations or requirements.

Except as temporarily provided herein for Pre-Existing STRs, no operation of an STR unit shall occur except pursuant to a valid Special Use Permit issued by the Village of Saranac Lake Development Board and an STR permit issued by the STR Permit Administrator. Such STR permits shall be valid for up to a one-year period, expiring on January 31<sup>st</sup> of the following year.

## SECTION 5: DEFINITIONS.

Article 11, Section 106-6 of the Development Code entitled "Definitions" is hereby amended by adding the following new definitions:

**Access:** The place, means, or way by which pedestrians and or vehicles shall have safe, adequate, and usable ingress and egress to a property, structure, or use.

**Bedroom:** Any room or space used or intended to be used for sleeping purposes in either a dwelling or sleeping unit.

**Building Code:** The New York State Uniform Fire Prevention and Building Code as promulgated by the New York State Building Code Commission pursuant to Article 18 of the New York Executive Law.

**Camping:** The use of a property as a site for sleeping outside; or for the temporary parking of occupied travel or pop-up trailers, motor homes, truck campers, tents, and all buildings and facilities pertaining thereto to serve as temporary residences.

**Dwelling Unit:** A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

**Host-Pre-Existing-Owner:** A person who owns the real property within which the STR is located and has lawfully been in operation as of January 31, 2023.

**Host Resident-Owner:** A person whose legal primary residence is within the Village of Saranac Lake, and can provide proof of such residency, and owns the real property within which the STR is to be located.

**House Rules:** A set of rules that applies to renters of an STR unit while occupying the unit, set forth by the property owner prior to any rental occurrence or lease.

**Hosted Short-Term Rental:** A short-term rental property that is the owners primary residence, and at which the owner stays overnight during the entire term of each short-term rental of the property. Hosted STR's are permitted in all zoning districts in the Village and are subject to Village STR permit cap, to be set by Village Board of Trustees and reviewed annually by the Board of Trustees and the Development Board.

**Un-Hosted Short-Term Rental:** A short-term rental at which the owner does not stay overnight during the entire term of each short-term rental of the property.

**Primary Residence:** A person's domicile where they usually live. A primary residence is considered to be a legal residence for the purpose of income tax and voting registration.

**Rental:** An agreement granting use or possession of a residence, in whole or in part, to a person or group in exchange for consideration valued in money, goods, labor, credits, or other valuable consideration.

**Rental Arbitrage:** The practice of renting or leasing properties and subletting them on STR platforms with or without knowledge or consent of the property owner.

**Short-Term Rental (STR):** The use of a lot for the rental or lease of any, or part of any, residential use dwelling unit, for a period no more than thirty (30) days. The STR may occur within an entire dwelling, in rooms within a dwelling, or in a separate attached or detached dwelling unit or units on the parcel. Motels, hotels, resorts, inns, and beds & breakfasts, as defined in this chapter, are excluded from this definition.

**Short-Term Rental Permit:** A Permit issued and renewed through the STR Permit Administrator. All applicants must be issued a Special Use Permit by the Development Board before an STR Permit can be issued for the first time.

**Short-Term Rental Permit Administrator:** A person(s) designated by the Village Board to issue STR permits and annual renewals.

**Short-Term Rental Unit:** Dwelling units or rooms used as STRs.

**Short-Term Rental Pre-Existing:** An STR, as defined herein, which is lawfully in operation as of January 31, 2023 and is authorized to continue operation pursuant to the provisions of subsection 106-14.3 of these regulations.

**Short-Term Rental New:** An STR not lawfully in operation as of January 31, 2023.

**Sleeping Unit:** A room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not both.

**Wastewater:** Includes, but is not limited to laundry, toilets, and showers.

Article 11, Section 106-6 of the Development Code entitled "Definitions" is hereby amended by removing the following existing definitions:

**Housekeeping Cottage:** A one-story building containing a single unit made up of a room or group of rooms, containing facilities for eating, sleeping, bathing and cooking, rented to transient guests for a period usually not exceeding 30 days.

## **Districts where permitted.**

Section 106-40 of the Development Code entitled "Schedule of Use Regulations" is hereby amended to include Short-term Rental as a new residential land use type requiring special use permit in all districts.

## **SECTION 6: SUPPLEMENTAL STANDARDS.**

Article XIV of the Development Code entitled "Supplemental Standards" is hereby amended by the addition of new section 106-104.2 entitled "Short-Term Rentals" as follows.

### **Ownership of Properties.**

Properties must be owned by an individual, individuals, sole proprietorship, general partnership, limited liability partnership, limited liability company, or S corporation. No property owned by any other type of corporation shall qualify for a permit.

A general partnership, limited liability partnership, limited liability company, or S corporation must disclose names of all partners and/or members when applying. Any changes in partners and/or members shall be provided in writing to the STR Permit Administrator within thirty (30) days.

Individually owned properties must be owned by a **Host-Resident-Owner**, as defined above, to qualify for a New STR Permit. At least one owner, with at least 25% ownership of proposed STR property, (1) owner of a general partnership, limited liability partnership, a limited liability company, or an S-Corp must be a **Host-Resident-Owner**, as defined above, to qualify for a New STR Permit.

**Host-Pre-Existing-Owners** are exempt from the **Host-Resident-Owner** requirement.

### **Density Regulation.**

To maintain neighborhood balance and prevent over-saturation of short-term rentals (STRs), new STR applications are subject to a density restriction. A new short-term rental cannot be established within 200ft. of an existing or newly approved STR property, excluding districts E1, E2, E3, B1, B2, B3, B4, G, L3, and the cabin colony establishment/existing HOA within K2. A 200ft. radius is measured from the parcel boundary. Density restriction will apply to a tax map parcel and does not restrict the number of units on a property.

### **Short-Term Rentals Pre-Existing.**

Property owners who operate a Pre-Existing STR, as of the effective date of this local law, shall have 60 days from such date to apply for a Special Use Permit for a minor project from the Development Board.

Continued operation of a Pre-Existing STR may occur so long as an application for Special Use Permit is diligently pursued and until such time as approval, or approval with conditions, is granted by the Development Board and an STR Permit is issued by the STR Permit Administrator.

Special Use Permit application fees shall be applied to Pre-Existing STRs application fees for permit to operate. New STRs will be required to pay both special use permit and STR permit fees associated Procedures for notices for public hearings are outlined in section 106-20. (Notices of public hearings required by this code shall be provided by Village publication in a newspaper of general circulation within the Village at least 10 days prior to the hearing.



Within the same time frame, a copy of the notice shall also be provided by the applicant by certified mail to all owners within 200 feet of the Tax Map parcel on which the applicant's project is proposed. Proof of certified mailing upon such individual property owners shall be provided to the Director before the public hearing is held.

The applicant shall also post a conspicuous, waterproof copy of the notice at the site of the proposed project at least 10 days prior to the date of the hearing.)

To qualify as a Pre-Existing STR, within 60 days of the effective date of this local law, a property owner shall submit a complete a Special Use Permit application and an STR Permit application to the STR Permit Administrator and the following documentation:

1. A Franklin or Essex County Certificate of Authority to collect occupancy tax.
2. Proof of operation as a STR between January 31, 2022, and January 31, 2023.

Any property owner who fails to produce such documentation shall not qualify as a Pre-Existing STR and shall cease operation until a Special Use Permit is approved by the Development Board and an STR permit is issued by the STR Permit Administrator.

After a public hearing, the Development Board shall approve Pre-Existing STRs, but shall have the authority to impose reasonable, site-specific conditions in addition to these regulations to address valid impacts. Any conditions shall be limited to reasonable measures required in order to minimize impacts on the neighborhoods where Pre-Existing STRs are located.

## **Short-Term Rental Permit Cap.**

The Village of Saranac Lake Board of Trustees will set a maximum number of STR permits allowed during any given period, in order to protect the health and safety of the residents of the Village of Saranac Lake. The maximum number of New STR permits issued Village-wide between the effective date of this local law and January 31, 2024, shall not exceed 10.

~~Separate caps will be established for hosted and un-hosted Short-term Rentals. The caps on available permits (not including those deemed to be Pre-Existing) shall be established without zoning district restrictions and may be reviewed annually by the Board of Trustees and the Development Board.~~

~~Exemptions to the caps may be granted by the Board of Trustees under special circumstances such as new construction and rehabilitation of a derelict or dilapidated building. Any exemption to the caps that may be granted by the Board of Trustees shall first require a public hearing.~~

## **General STR Permit Regulations.**

All STRs shall conform with applicable sections of the Village Code, a Special Use Permit, and the following regulations:

**Camping.** Camping is not permitted on properties where an STR is permitted.

**Display.** Permit must be displayed in the dwelling unit in a place where it is easily visible to the occupants. STRs shall have posted on or about the inside of the front or main door of each dwelling unit a card listing emergency contact information and House Rules.

**Noise.** STRs must obey local noise ordinance.

**Occupancy.** The Code Enforcement Officer shall establish the maximum occupancy. The Code Enforcement Officer shall limit the number of occupants per the provisions of NYS Property Maintenance Code. Occupancy limits shall be strictly enforced by the owner.

**Parking.** Parking shall be allowed solely in approved off-street or legal on-street parking spaces.

**Rental Arbitrage.** Rental Arbitrage is not permitted on properties where an STR is permitted.

**Rubbish & Garbage.** The owner is responsible for all refuse and garbage removal. Rubbish & garbage management and storage shall conform to section 106-96.

**Signage.** Exterior advertising signs are prohibited, however an STR may display one non-illuminated accessory use freestanding or wall sign not to exceed four (4) square feet in area to identify the STR. The sign shall conform to the Signage Design Standards.

**Transfer.** STR permits may not be assigned, pledged, sold, or otherwise transferred to any other persons, businesses, entities, or properties, except to a spouse, parent, or naturally born/legally adopted child or sibling. If a permitted property is sold, the new owners shall submit a completed STR permit application, and nonrefundable STR permit application fee to the STR Permit Administrator within 30 days of the date of new ownership to continue operation as an STR.

**Validity.** STR permits shall be valid for up to one year. An STR permit issued in any given year will expire on January 31 of the next calendar year. All renewal permits shall run from January 31 of the year of issuance to January 31 of the following calendar year. If the permit is not renewed by the expiration date, the STR will be operating without a permit and subject to fines outlined in the Fine and Fee Schedule.

All new STR permits, whether Hosted or Un-Hosted, shall be issued only to property owners whose primary residence is located within the Village of Saranac Lake, as demonstrated by proof of residency at the time of application, if available under the district cap.

## **Application Forms.**

Application forms for an STR permit shall be developed by Village staff and authorized for implementation/revision by the Village Board.

## **Fee.**

A nonrefundable STR permit application fee shall be established by resolution of the Village of Saranac Lake Board of Trustees for each dwelling unit that functions as or contains at least one STR unit. Such permit fee shall be submitted with each new application and each annual renewal application. An application shall not be deemed complete unless the permit fee is received.

## **Application Process.**

The initial application to operate an STR shall include both a Special Use Permit application and an STR Permit application submitted to the Director. The Special Use Permit application will be reviewed by the Development Board. If the Special Use Permit is approved, the STR Permit application will be reviewed by the STR Permit Administrator. The two applications shall include the following:

Proof of Ownership in the form of a Deed or Land Contract.

Certificate of Authority to collect occupancy tax. Copy of the corresponding Franklin or Essex County Certificate of Authority to collect occupancy tax.

Contact Information. The names, addresses, email address(es), and day/night telephone numbers of the property owner(s), host or property manager. List the contacts in the order that should be contacted.

**Description.** A floor plan of each property, including the dimensions of all rooms, occupancy of each bedroom and the methods of ingress and egress (examples: doors and windows).

**Site Plan.** The applicant shall submit a plan of the property showing approximate property boundaries and existing features, including buildings, structures, driveway, the number and location of parking spaces, dumpsters or garbage receptacle locations, firepits, streets and neighboring buildings within ten (10) feet of the property line.

**Hosting Platform Information.** Names and URLs for all hosting platforms (including, but not limited to, Airbnb, VRBO, etc.), websites, social media platforms (including, but not limited to, Facebook and Instagram) used by the applicant for advertisement of the STR. Any changes or additions to this information shall be reported on the renewal permit application.

**House Rules.** A copy of the House Rules that will be posted.

**Water and Sewer/Septic.** The source of the water and sewer/septic service shall be stated on the application and the permit. Sewer/septic systems shall be functioning. The type, size, and location of the septic system (if applicable) shall also be stated on the application.

For Pre-Existing STR applications, submit proof of lawful operation as of January 31, 2023. Acceptable forms of proof include copies of occupancy tax payments, Certificate of Authority to Collect Occupancy Tax, or a dated screen shot of listing on an advertising platform.

For New STR applications, submit proof of residency. Acceptable forms of proof are:

1. Copy of a license or state-issued ID
2. Voter registration.
3. Tax return documentation

Hosted short-term rental applicants shall sign an affidavit ensuring that the owner stays overnight during the entire term of each short-term rental of the property.

## **Application Review.**

Upon receipt of the application and fee, the Director shall determine if the applicant has complied with all the requirements of this local law, the Development Code, and any applicable federal, state, county, or local laws. If the applicant has fully complied, then the Development Board may issue the property owner a Special Use Permit for an STR after a public hearing. Based on the approval of such a Special Use Permit, the STR Permit Administrator may issue a renewable STR permit. No more than one application for short-term rental new host-resident-owner will be permitted in a 30 day period.

## **Renewal Permits.**

A renewal permit application with the renewal application fee must be submitted to the STR Permit Administrator annually. Permit holders shall be able to apply for renewal permits from November 1 through January 15 and shall be allowed to continue to operate until a determination is made on their application. Any applicant who applies for an STR permit and did not hold a permit the immediate prior year, shall be considered an initial applicant and not a renewal applicant. The STR Permit Administrator may deny a renewal application based on noncompliance with the regulations contained in this section or conditions of the Special Use permit, or upon failure of a fire safety inspection in any aspect of that inspection. The STR Permit holder may appeal the denial to the Development Board.

When the primary residence of an approved short-term rental changes, the STR permit shall be void and shall not be eligible for renewal.

## **Inspections.**

No initial or renewal permits may be issued without all owners of the property signing an affidavit attesting to compliance with all required elements of the submitted application, and all fire, safety, and building codes, including, but not limited to;

There shall be one functioning smoke detector in each bedroom and at least one functioning smoke detector in at least one other room, one functioning fire extinguisher, in the kitchen and at each primary exit. At least one carbon monoxide detector is required if a source of combustion is present in the STR.

Exterior doors shall be operational, and all passageways to exterior doors shall be clear and unobstructed.

Electrical systems shall be serviceable with no visual defects or unsafe conditions.

All fireplaces, fireplace inserts or other fuel-burning heaters and furnaces shall be vented and properly installed.

Each bedroom shall have an exterior exit that opens directly to the outside, or an emergency escape or egress window.

GFI's must be present in all kitchens and bathrooms.

After issuance of a Special Use Permit, the STR may be inspected by the Code Enforcement Officer to verify compliance with the New York State Uniform Fire Prevention and Building Code and all requirements of the Special Use Permit. An STR which is not in compliance with conditions of the Special Use Permit shall not receive an STR permit.

## **House Rules.**

STR properties shall post for renters of each STR unit a listing of House Rules. House Rules shall include, at minimum, the following:

Camping. Camping is not permitted.

Commercial Use. STR units shall not be permitted to be used for any other commercial use or commercial event space.

Contact Information. The names, addresses, email address(es), and day/night telephone numbers of the property owner(s)/manager(s).

Description. An emergency exit egress plan and the location of fire extinguishers. Identification of the property lines and a statement emphasizing that unit occupants may be liable for illegal trespassing.

Fires. If allowed by the property owner, instructions for fires in indoor fireplaces or wood stoves. If not allowed by the property owner, a statement to that effect.

Noise. Noise shall be kept at a reasonable level. Unreasonably loud, disturbing, and unnecessary noise should not occur, including during quiet hours between 10:00 p.m. and 7:00a.m.

Parking. Parking shall be allowed solely in approved off-street or legal on-street parking spaces.



Pool. If the property has a pool, hot tub, or other swimming appurtenance [hereafter pool], a clear list of requirements related to use of the pool, including explanation of the use of any required barriers, barrier latches, alarms, electrical disconnects, etc.

Rubbish & Garbage. Identification of the procedures for disposal of rubbish and garbage.

### **Complaints.**

Complaints regarding noise of an STR shall be made to the Village of Saranac Lake Police Department.

Complaints regarding the operation of an STR shall be made in writing to the Code Enforcement Officer.

Upon receipt of a complaint of violation, the Code Enforcement Officer shall investigate to determine the presence of a violation. Upon finding that a violation was or is currently occurring,

the Code Enforcement Officer shall issue a notice detailing the alleged violation(s) as determined in accordance with Village Code. Such notice shall also specify what corrective action is required, and the date by which action shall be taken. No renewal permit shall be issued until violation(s) are resolved.

### **Penalties for Offenses.**

Operation of an STR without a permit will result in fines outlined in the Fine and Fee Schedule. The Code Enforcement officer may bring a criminal or civil proceeding in Town Court for enforcement of this section.

### **Severability.**

If any part or provision of this local law is judged invalid by any court of competent jurisdiction, such judgment shall be confined in application to the part or provision directly on which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Law or the application thereof to other persons or circumstances. The Village hereby declares that it would have enacted the remainder of this Law even without such part, provision, or application.

### **Effective Date.**

This local law shall become effective immediately upon its filing in the office of the New York Secretary of State pursuant to Section 27 of the Municipal Home Rule Law.

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

SUBJECT: Hire Laborer

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

Bill # 66-2025

DATE SUBMITTED: 5/5/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

Resolution to authorize the Village Manager to hire Logan Branch as Laborer

MOVED BY: Scollin SECONDED BY: white

VOTE ON ROLL CALL: TO TABLE

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

RESOLUTION TO AUTHORIZE THE VILLAGE MANAGER TO HIRE LOGAN BRANCH  
AS A LABORER WITHIN DPW

WHEREAS, the Village is committed to maintaining a full staff and,

WHEREAS, the Village of Saranac Lake is authorized to work through Franklin County Civil Service, and,

WHEREAS, the application of Logan Branch has been approved by Franklin County Personnel and,

WHEREAS, this position is a member of the teamsters union and will begin with all the benefits of a starting union member.

THEREFORE, BE IT RESOLVED, the Village of Board of Trustees authorizes the Village Manager to hire Logan Branch as Laborer with the Department of Public Works.

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

SUBJECT: Administrative Raises

DATE: 5-12-2025

DEPT OF ORIGIN: Village Manager

BILL # 67-2025

DATE SUBMITTED: 5/15/2025

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

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED

AMOUNT  
BUDGETED  
\$

APPROPRIATION  
REQUIRED:

Resolution to authorize 2% raises for administrative staff

**APPROVAL OF RESOLUTION**

MOVED BY: Ryan SECONDED BY: White

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

RESOLUTION FOR AUTHORIZATION OF ADMINISTRATIVE RAISES  
FOR FISCAL YEAR 2025-2026

WHEREAS, the fiscal year for 2025-2026 begins June 1, 2025, and,

WHEREAS, Administrative staff are offered the same 2% annual increase as Union members, and,

WHEREAS, the Administrative Raises were accounted for as part of the 2025-2026 fiscal year budget.

THEREFORE, BE IT RESOLVED, the Village Board authorizes Administrative Raises of 2% for the fiscal year 2025-2026, effective June 1, 2025.

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

SUBJECT: Accept Grant

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

Bill # 68-2025

DATE SUBMITTED: 5/5/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

Resolution to authorize the acceptance of Local Highway Salt Reduction/Environmental Protection Project Grant

MOVED BY: Scollin SECONDED BY: Ryan

VOTE ON ROLL CALL: TO TABLE

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

# Franklin County Soil & Water Conservation District

## *Local Highway Salt Reduction/Environmental Protection Project Grant*

We have allocated funding for the implementation of salt reduction practices in Franklin County, NY. Projects must be implemented on property or equipment owned by the Highway Department, benefit the public and be a cost-effective practice that leads to the reduction of road salt application on roads in Franklin County.

Our funding would be offered as a cost-share reimbursement to *assist* with the purchase and installation of measures that lead to a reduction in the application of road salt.

The project's goal is to protect and promote the health, safety, and general welfare of the people of this state while at the same time protecting the water quality of our county water bodies.

Once submitted, proposals will be reviewed to ensure that they meet the requirements of the grant. We have set an award maximum of \$2,000 per highway department/public works dept. Applications will then be ranked and funded until our funds are expended. Applications should have a match of at least 25% of the amount requested.

Some of the projects we would consider include:

- Brine application components as part of a complete system
- Live edge plow retrofit
- Road sensing technology- temp sensors, cameras, etc
- Other equipment or measures to reduce salt/sand applications, improve efficiency of application, monitor road conditions for better application timing, etc.

If you are interested in participating in this program, please submit a proposal to me including a budget breakdown and links to the system or equipment by Friday April 11, 2025 at 12PM.

Projects will need to be completed by November 15th, 2025. Questions: contact Shayla Pfendler, District Technician at 518-651-2083 or email [spfendler@fcswwcd.org](mailto:spfendler@fcswwcd.org)

Applicant: Village of Saranac Lake

Authorized Town Representative: Dustin Martin

Street Address: 39 Main St

City: Saranac Lake

State: NY

Zip Code: 12983

Phone Number: 518-891-4160

Email Address: dpw1@saranaclakeny.gov

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The Franklin County Soil & Water Conservation District will reimburse for supplies & materials needed for purchase and setup up to a maximum of \$2,000 per highway department/public works dept. Once the project is funded the applicant will be required to submit receipts, copies of cancelled checks and before and after project photos.

## Local Highway Salt Reduction Project Proposal

Please submit a brief proposal and describe this project will help your municipality reduce the application of salt/sand for winter snow removal.

Live edge plow retrofit.

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Budget including proposed equipment and cost.

Item	Quantity	Cost/each
React 11' reversible kit	1	3300.00

Total Amount requested?

\$2000.00

Applicants Match?

\$1300.00

Signature of Authorized Town Representative



Dustin Martin

1/8/2025

Signature

Printed

Date





Bill@NorthernSupplyInc.com

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
1	RE-REV11T	REACT 11' REVERSIBLE KIT ( WITH TIPS 5" Blades)	\$3,300.00	\$3,300.00
2	RE-BACK48	48" BACKER BLADE		\$0.00
1	RE-BACK36	36" BACKER BLADE		\$0.00
11	RE-EDGE5T	REACT 5"x12" CARBIDE EDGE -WITH TIPS		\$0.00
11	RE-CASE	REACT EDGE CASE		\$0.00
1	RE-BOLTKIT11'	REACT BOLT KIT 11'		\$0.00
33	RE-SPRING3.5"	REACT SPRING 3.5"		\$0.00
33	HB.375X4.25	3/8-16X4 1/4 ZINC PLATED HEX HEAD BOLT G5		\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUB TOTAL:	\$3,300.00
			SHIPPING	\$30.00
			Exempt	FRANKLIN
			TOTAL:	\$3,300.00

**Thank You for the Opportunity!**

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

SUBJECT: Adopt Water/Sewer Rates

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

Bill # 69-2025

DATE SUBMITTED: 5/5/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

Resolution to Adopt Water/Sewer Rates

MOVED BY: White SECONDED BY: Scollin

VOTE ON ROLL CALL: TO TABLE

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

VILLAGE OF SARANAC LAKE  
BOARD OF TRUSTEES  
ADOPTION OF 2025-2026 SEWER RATES

WHEREAS, the Village of Saranac Lake Board of Trustees held a Public Hearing regarding the proposed 2025-2026 sewer rates on May 27, 2025 at 5:00pm, and

WHEREAS, it is the responsibility of the Village of Saranac Lake Board of Trustees to ensure an adequate level of services to the community at reasonable rates to meet its budgetary needs, and

WHEREAS, it is the responsibility of the Village of Saranac Lake Board of Trustees to provide adequate financial resources in order to meet Federal and State requirements.

NOW, THEREFORE BE IT RESOLVED, The Village Board of Trustees hereby approves the adoption of the 0% increase to sewer rates as proposed in the 2025-2026 Budget which will take effect on June 1, 2025 for any billing after August 1, 2025.

## § 52-43 Sewer

### Article X

§ 52-43 Established and imposition of sewer rents ( amended 6-7-1984 by l 2-1984,5-11-1987 by 3-1987, 5-23-1988 by 1-1988,5-22-1995 by 3-1995, 5-28-1996 by 2-1996,5-12-1997 by 1-1997,by Local Law 1-2002 by Local Law1-2003, by Local Law1-2004, by Local Law1-2005, by Local Law1-2006, by Local Law2-2007, by Local Law4-2008, by Local Law 3-2009, by Local Law 1-2012, by Local Law 1-2013, by Local Law 3-2014, by Local Law 5-2015, by Local Law 1-2016, by Local Law 2-2017, by Local Law 1-2018, by Local Law1-2019, Local Law 4-2020, Local Law 1-2021, Local Law 1-2022, Local Law 2-2023, Local Law 3-2024, and Local Law 2-2025.

A. There is hereby established and imposed the following schedule of sewer rents for the utilization of the sewer system of the village.

**VILLAGE OF SARANAC LAKE WATER & SEWER RATES FY2025-2026(WAT 0.00% INC/SEW 0.00% INC )**

**Metered Rates Per 1,000 Gallons: Water = \$10.7526 / Sewer = \$8.6181 --> Metered Minimum Charge: 8,500 Gallons/Quarter**

Water Code	Sewer Code	Description	Water Quarterly	Sewer Quarterly	Total Quarterly	Water Annually	Sewer Annually	Total Annually
101	201	Metered - Inside Village <i>Minimum Rate</i>	\$91.40	\$73.25	\$164.65	\$365.59	\$293.01	\$658.60
120	220	Metered - District <i>Minimum Rate</i>	\$182.79	\$146.51	\$329.30	\$731.18	\$586.03	\$1,317.21
130	230	Metered - Outside-No District <i>Minimum Rate</i>	\$274.19	\$219.76	\$493.95	\$1,096.77	\$879.04	\$1,975.81
301	401	1 or 2 Bedroom House	\$202.85	\$160.48	\$363.33	\$811.41	\$641.91	\$1,453.32
302	402	3 Bedroom House	\$296.63	\$235.78	\$532.41	\$1,186.52	\$943.14	\$2,129.66
303	403	4 Bedroom House	\$390.41	\$311.09	\$701.50	\$1,561.62	\$1,244.37	\$2,805.99
304	404	5 Bedroom House	\$484.17	\$386.38	\$870.55	\$1,936.67	\$1,545.53	\$3,482.20
305	405	6 Bedroom House	\$577.94	\$461.69	\$1,039.63	\$2,311.78	\$1,846.76	\$4,158.54
306	406	7 Bedroom House	\$671.72	\$537.00	\$1,208.72	\$2,686.88	\$2,147.99	\$4,834.87
307	407	8 Bedroom House	\$765.48	\$612.30	\$1,377.79	\$3,061.93	\$2,449.22	\$5,511.15
308	408	1 Bedroom Apartment	\$202.85	\$160.48	\$363.33	\$811.41	\$641.91	\$1,453.32
309	409	2 Bedroom Apartment	\$202.85	\$160.48	\$363.33	\$811.41	\$641.91	\$1,453.32
310	410	3 Bedroom Apartment	\$296.63	\$235.78	\$532.41	\$1,186.52	\$943.14	\$2,129.66
311	411	4 Bedroom Apartment	\$390.41	\$311.09	\$701.50	\$1,561.62	\$1,244.37	\$2,805.99
312	412	5 Bedroom Apartment	\$484.17	\$386.38	\$870.55	\$1,936.67	\$1,545.53	\$3,482.20
313	413	Hotel, Cabins, Motel - Per Bedroom	\$129.49	\$125.88	\$255.38	\$517.97	\$503.53	\$1,021.50
314	414	Bd Hse, B&B, Tourist Hm, Dorm - Per Bedrm	\$112.56	\$116.04	\$228.59	\$450.23	\$464.15	\$914.38
316	416	2 Car/Stall Garage	\$32.24	\$27.88	\$60.12	\$128.95	\$111.54	\$240.48
317	417	3 Car/Stall Garage	\$64.54	\$54.81	\$119.35	\$258.17	\$219.23	\$477.40
318	418	4 Car/Stall Garage	\$96.78	\$81.65	\$178.43	\$387.12	\$326.58	\$713.71
319	419	Public Garage - Per Sq Ft	\$0.41	\$0.39	\$0.79	\$1.62	\$1.55	\$3.17
320	420	Gasoline/Service Station	\$259.19	\$273.33	\$532.52	\$1,036.78	\$1,093.31	\$2,130.09
322	422	Misc Office - Small - Under 1000 Ft	\$124.49	\$124.58	\$249.08	\$497.96	\$498.34	\$996.30
323	423	Misc Office - Large - Per Floor	\$248.23	\$248.87	\$497.09	\$992.90	\$995.47	\$1,988.37
325	425	Misc Store - Large - Over 1000 Ft	\$618.05	\$620.33	\$1,238.38	\$2,472.20	\$2,481.31	\$4,953.51
326	426	Misc Store - Small - Under 1000 Ft	\$200.62	\$176.75	\$377.36	\$802.47	\$706.98	\$1,509.45
329	429	Beauty Shop - 1st 2 Chairs	\$355.15	\$356.26	\$711.41	\$1,420.60	\$1,425.02	\$2,845.63
330	430	Beauty Shop - Each Chair Over 2	\$72.35	\$72.22	\$144.58	\$289.42	\$288.89	\$578.31
331	431	Physicians Offices (Each)	\$200.62	\$176.75	\$377.36	\$802.47	\$706.98	\$1,509.45
332	432	Dentists Offices & Labs (Each)	\$668.73	\$594.72	\$1,263.45	\$2,674.92	\$2,378.88	\$5,053.80
333	433	Bar, Grill, Fountain, Restaurant	\$580.39	\$582.55	\$1,162.94	\$2,321.56	\$2,330.19	\$4,651.75
335	435	Hall or Lodge	\$451.72	\$453.28	\$905.00	\$1,806.89	\$1,813.11	\$3,619.99
340	440	Trailer Park - Per Connection	\$101.03	\$101.05	\$202.08	\$404.11	\$404.20	\$808.32
343	443	Warehouse - Per Sq Ft	\$0.41	\$0.39	\$0.79	\$1.62	\$1.55	\$3.17
347	447	Boat House - Commercial	\$291.01	\$291.86	\$582.87	\$1,164.05	\$1,167.42	\$2,331.47
348	448	Theater - Per Seat	\$1.51	\$1.48	\$2.99	\$6.04	\$5.93	\$11.97
349	449	School - Per Student	\$8.37	\$8.38	\$16.75	\$33.48	\$33.51	\$67.00
356		Vacant Lot With Tap	\$91.39	\$0.00	\$91.39	\$365.57	\$0.00	\$365.57
366	466	Church	\$200.62	\$176.75	\$377.36	\$802.47	\$706.98	\$1,509.45
372	472	Field House	\$101.10	\$91.49	\$192.59	\$404.39	\$365.97	\$770.36
373	473	Temporary Disconnect	\$91.40	\$73.25	\$164.65	\$365.60	\$293.00	\$658.61

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

SUBJECT: Amend Handbook

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

Bill # 70-2025

DATE SUBMITTED: 5/21/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

Resolution to authorize the use of vacation and compensatory time toward the In-Lieu of  
Vacation Payment Incentive for Administrative Staff

MOVED BY: White SECONDED BY: Scollin

VOTE ON ROLL CALL: TO TABLE

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

**RESOLUTION AUTHORIZING THE USE OF VACATION AND COMPENSATORY  
TIME TOWARD THE IN-LIEU OF VACATION PAYMENT INCENTIVE FOR  
ADMINISTRATIVE STAFF**

**WHEREAS**, the Village of Saranac Lake maintains an Employee Handbook that governs employment policies and procedures for all staff, and

**WHEREAS**, Article 802 of the Employee Handbook currently states that, to be eligible for the In-Lieu of Vacation Payment, an employee must have used or be scheduled to use at least 40 hours of vacation time during their anniversary year, and

**WHEREAS**, the Village recognizes the need to provide additional flexibility to administrative staff in meeting the requirements for this incentive program, and

**WHEREAS**, this resolution seeks to authorize the use of either accrued vacation time or compensatory time to satisfy the 40-hour usage requirement for the In-Lieu of Vacation Payment,

**THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees hereby authorizes an amendment to Article 802 of the Employee Handbook to read as follows:

“An Eligible Administrative Employee for the In-Lieu of Vacation Payment must have used, or be scheduled to use, at least 40 hours of Vacation Time **or** Compensatory Time during the employee’s anniversary year.”

## 802 **Vacation Leave**

**Eligibility** – A full-time or part-time employee is eligible for paid vacation leave in accordance with this policy. A temporary or seasonal employee is not eligible for paid vacation leave but may be allowed to take time-off without pay provided the employee has prior approval from the Department Head.

**Scheduling** – An employee must submit a written request at least 48 hours in advance and receive prior approval from the employee's Department Head to take vacation leave. Vacation leave credits may not be used in increments of less than one hour. The Department Head will have total discretion in the approval of vacation leave. Each employee with at least one year of service must take a minimum of five days of vacation leave each year providing the employee has the accrued time available.

**Allowance** – An eligible employee will be credited vacation time on an accrual basis beginning at the time of hire., in accordance with the vacation schedule below:

<b>After Completion Of:</b>	<b>Vacation Leave</b>
One year of continuous service	80 hours
Five years of continuous service	120 hours
Ten years of continuous service	160 hours

Note: This suggestion is based upon the ability for the village to negotiate with mid and higher level administration and keep them competitive in negotiations.

**Continuous Service** – Continuous Service shall mean uninterrupted service. An authorized leave of absence without pay, or a resignation followed by reinstatement within six months following such resignation, shall not constitute an interruption of continuous service. However, the duration of the absence from work without pay will be excluded from the computation of length of continuous service. Vacation is earned only for monthly pay periods during which an employee is in full pay status for at least fifteen working days during such monthly pay period.

**Accumulation** – An employee hired prior to 6/1/85 may accumulate vacation leave credits to a maximum of 1,040 hours. An employee hired on or after 6/1/85 may accumulate vacation leave credits to a maximum of 320 hours.

**In-Lieu of Vacation Payment** – An eligible employee may receive cash payment for up to twenty days of unused vacation leave credits to which the employee is properly entitled at the employee's then current rate of pay. To be eligible for the "in-lieu of" payment, the employee must have used, or be scheduled to use, at least 40 hours of vacation during the employee's anniversary year. The employee must submit the request by March 1 on the proper form. Payment will be made in the first pay period of October.

An Eligible Administrative Employee for the In-Lieu of Vacation Payment must have used, or be scheduled to use, at least 40 hours of Vacation Time or Compensatory Time during the employee's anniversary year.

**Holiday During Scheduled Vacation** – In the event a designated holiday occurs on an employee's normal workday and the employee is on paid vacation, the employee will receive



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

SUBJECT: Exempt Water Sewer Billings

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

Bill # 71-2025

DATE SUBMITTED: 5/21/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

Resolution to authorize the exemption of 71 Canaras Ave from all Water and Sewer Billings

MOVED BY: Scollin SECONDED BY: Ryan

VOTE ON ROLL CALL: TO TABLE

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

**RESOLUTION AUTHORIZING THE EXEMPTION OF 71 CANARAS AVENUE FROM ALL WATER  
AND SEWER BILLINGS**

**WHEREAS**, the Village of Saranac Lake acknowledges that the property located at 71 Canaras Avenue is now owned by the Essex County Land Bank, and

**WHEREAS**, pursuant to Article 16, Section 1608(a) of the New York State Not-For-Profit Corporation Law, property owned by a Land Bank is exempt from taxation, including sewer rents and all user charges imposed by any municipal corporation.

**NOW, THEREFORE, BE IT RESOLVED**, that for the duration of ownership by the Essex County Land Bank, the property at 71 Canaras Avenue shall be exempt from all water and sewer charges in accordance with applicable law.

## ARTICLE 16

### LAND BANKS

- Section 1600. Short title.  
1601. Legislative intent.  
1602. Definitions.  
1603. Creation and existence.  
1604. Applicability of New York law.  
1605. Board of directors.  
1606. Staff.  
1607. Powers.  
1608. Acquisition of property.  
1609. Disposition of property.  
1610. Financing of land bank operations.  
1611. Borrowing and issuance of bonds.  
1612. Public records and public meetings.  
1613. Dissolution of land bank.  
1614. Conflicts of interest.  
1615. Construction, intent and scope.  
1616. Delinquent property tax enforcement.  
1617. Contracts.

#### § 1601. Legislative intent.

The legislature finds and declares that New York's communities are important to the social and economic vitality of the state. Whether urban, suburban, or rural, many communities are struggling to cope with vacant, abandoned, and tax-delinquent properties.

There exists a crisis in many cities and their metro areas caused by disinvestment in real property and resulting in a significant amount of vacant and abandoned property. For example, Cornell Cooperative Extension Association of Erie county estimates that the city of Buffalo has thirteen thousand vacant parcels, four thousand vacant structures and an estimated twenty-two thousand two hundred ninety vacant residential units. This condition of vacant and abandoned property represents lost revenue to local governments and large costs ranging from demolition, effects of safety hazards and spreading deterioration of neighborhoods including resulting mortgage foreclosures.

The need exists to strengthen and revitalize the economy of the state and its local units of government by solving the problems of vacant and abandoned property in a coordinated manner and to foster the development of such property and promote economic growth. Such problems may include multiple taxing jurisdictions lacking common policies, ineffective property inspection, code enforcement and property rehabilitation support, lengthy and/or inadequate foreclosure proceedings and lack of coordination and resources to support economic revitalization.

There is an overriding public need to confront the problems caused by vacant, abandoned and tax-delinquent properties through the creation of new tools to be available to communities throughout New York enabling them to turn vacant spaces into vibrant places.

Land banks are one of the tools that can be utilized by communities to facilitate the return of vacant, abandoned, and tax-delinquent properties to productive use. The primary focus of land bank operations is the acquisition of real property that is tax delinquent, tax foreclosed, vacant, abandoned, and the use of tools authorized in this article to eliminate the harms and liabilities caused by such properties.

§ 1602. Definitions.

The following words and phrases when used in this article shall have the meanings given to them in this section unless the context clearly indicates otherwise:

(a) "board of directors" or "board" shall mean the board of directors of a land bank;

(b) "land bank" shall mean a land bank established as a charitable not-for-profit corporation under this chapter and in accordance with the provisions of this article and pursuant to this article;

(c) "foreclosing governmental unit" shall mean "tax district" as defined in subdivision six of section eleven hundred two of the real property tax law;

(d) "municipality" shall mean a city, village, town or county other than a county located wholly within a city;

(e) "school district" shall mean a school district as defined under the education law; and

(f) "real property" shall mean lands, lands under water, structures and any and all easements, air rights, franchises and incorporeal hereditaments and every estate and right therein, legal and equitable, including terms for years and liens by way of judgment, mortgage or otherwise, and any and all fixtures and improvements located thereon.

§ 1603. Creation and existence.

(a) Any foreclosing governmental unit may create a land bank by the adoption of a local law, ordinance, or resolution as appropriate to such foreclosing governmental unit which action specifies the following:

(1) the name of the land bank;

(2) the number of members of the board of directors, which shall consist of an odd number of members, and shall be not less than five members nor more than fifteen members;

(3) the initial individuals to serve as members of the board of directors, and the length of terms for which they are to serve;

(4) the qualifications, manner of selection or appointment, and terms of office of members of the board; and

(5) the articles of incorporation for the land bank, which shall be filed with the secretary of state in accordance with the procedures set forth in this chapter.

(b) Two or more foreclosing governmental units may enter into an intergovernmental cooperation agreement which creates a single land bank to act on behalf of such foreclosing governmental units, which agreement shall be authorized by and be in accordance with the provisions of paragraph (a) of this section. Such intergovernmental agreement shall include provisions for dissolution of such land bank.

(c) Any foreclosing governmental units and any municipality may enter into an intergovernmental cooperation agreement which creates a single land bank to act on behalf of such foreclosing governmental unit or units and municipality, which agreement shall be authorized by and be in accordance with the provisions of paragraph (a) of this section. Such intergovernmental agreement shall include provisions for dissolution of such land bank.

(d) Except when a land bank is created pursuant to paragraph (b) or (c) of this section, in the event a county creates a land bank, such land bank shall have the power to acquire real property only in those portions of such county located outside of the geographical boundaries of any other land bank created by any other foreclosing governmental

unit located partially or entirely within such county.

(e) A school district may participate in a land bank pursuant to an intergovernmental cooperation agreement with the foreclosing governmental unit or units that create the land bank, which agreement shall specify the membership, if any, of such school district on the board of directors of the land bank, or the actions of the land bank which are subject to approval by the school district.

(f) Each land bank created pursuant to this act shall be a charitable corporation, and shall have permanent and perpetual duration until terminated and dissolved in accordance with the provisions of section sixteen hundred thirteen of this article.

(g) Nothing in this article shall be construed to authorize the existence of more than thirty-five land banks located in the state at one time, provided further that each foreclosing governmental unit or units proposing to create a land bank shall submit such local law, ordinance or resolution as required by paragraph (a) of this section, to the urban development corporation, for its review and approval. The creation of a land bank shall be conditioned upon approval of the urban development corporation.

(h) The office of the state comptroller shall have the authority to audit any land bank pursuant to this article.

#### § 1604. Applicability of New York law.

This article shall apply only to land banks created pursuant to this article.

#### § 1605. Board of directors.

(a) (1) The initial size of the board shall be determined in accordance with section sixteen hundred three of this article. Unless restricted by the actions or agreements specified in section sixteen hundred three of this article, the provisions of this section shall apply.

(2) The size of the board may be adjusted in accordance with by-laws of the land bank.

(b) In the event that a land bank is created pursuant to an intergovernmental agreement in accordance with section sixteen hundred three of this article, such intergovernmental cooperation agreement shall specify matters identified in paragraph (a) of section sixteen hundred three of this article; provided, however, that each foreclosing governmental unit shall have at least one appointment to the board.

(c) Any public officer shall be eligible to serve as a board member and the acceptance of the appointment shall neither terminate nor impair such public office. For purposes of this section, "public officer" shall mean a person who is elected to a municipal office. Any municipal employee or appointed officer shall be eligible to serve as a board member.

(d) The members of the board of directors shall select annually from among themselves a chairman, a vice-chairman, a treasurer, and such other officers as the board may determine, and shall establish their duties as may be regulated by rules adopted by the board.

(e) The board shall establish rules and requirements relative to the attendance and participation of members in its meetings, regular or special. Such rules and regulations may prescribe a procedure whereby, should any member fail to comply with such rules and regulations, such

member may be disqualified and removed automatically from office by no less than a majority vote of the remaining members of the board, and that member's position shall be vacant as of the first day of the next calendar month. Any person removed under the provisions of this paragraph shall be ineligible for reappointment to the board, unless such reappointment is confirmed unanimously by the board.

(f) A vacancy on the board shall be filled in the same manner as the original appointment.

(g) Board members shall serve without compensation, shall have the power to organize and reorganize the executive, administrative, clerical, and other departments of the land bank and to fix the duties, powers, and compensation of all employees, agents, and consultants of the land bank. The board may reimburse any member for expenses actually incurred in the performance of duties on behalf of the land bank.

(h) The board shall meet in regular session according to a schedule adopted by the board, and also shall meet in special session as convened by the chairman or upon written notice signed by a majority of the members.

(i) A majority of the members of the board, not including vacancies, shall constitute a quorum for the conduct of business. All actions of the board shall be approved by the affirmative vote of a majority of the members of that board present and voting; provided, however, no action of the board shall be authorized on the following matters unless approved by a majority of the total board membership:

(1) adoption of by-laws and other rules and regulations for conduct of the land bank's business;

(2) hiring or firing of any employee or contractor of the land bank. This function may, by majority vote of the total board membership, be delegated to a specified officer or committee of the land bank, under such terms and conditions, and to the extent, that the board may specify;

(3) the incurring of debt;

(4) adoption or amendment of the annual budget; and

(5) sale, lease, encumbrance, or alienation of real property, improvements, or personal property.

(j) Members of a board shall not be liable personally on the bonds or other obligations of the land bank, and the rights of creditors shall be solely against such land bank.

(k) Vote by proxy shall not be permitted. Any member may request a recorded vote on any resolution or action of the land bank.

(l) Each director, officer and employee shall be a state officer or employee for the purposes of sections seventy-three and seventy-four of the public officers law.

#### § 1606. Staff.

A land bank may employ a secretary, an executive director, its own counsel and legal staff, and such technical experts, and such other agents and employees, permanent or temporary, as it may require, and may determine the qualifications and fix the compensation and benefits of such persons. A land bank may also enter into contracts and agreements with municipalities for staffing services to be provided to the land bank by municipalities or agencies or departments thereof, or for a land bank to provide such staffing services to municipalities or agencies or departments thereof.

§ 1607. Powers.

(a) A land bank shall constitute a charitable not-for-profit corporation under New York law, which powers shall include all powers necessary to carry out and effectuate the purposes and provisions of this article, including the following powers in addition to those herein otherwise granted:

(1) adopt, amend, and repeal bylaws for the regulation of its affairs and the conduct of its business;

(2) sue and be sued in its own name and plead and be impleaded in all civil actions, including, but not limited to, actions to clear title to property of the land bank;

(3) to adopt a seal and to alter the same at pleasure;

(4) to make contracts, give guarantees and incur liabilities, borrow money at such rates of interest as the land bank may determine;

(5) to issue negotiable revenue bonds and notes according to the provisions of this article;

(6) to procure insurance or guarantees from the state of New York or federal government of the payments of any debts or parts thereof incurred by the land bank, and to pay premiums in connection therewith;

(7) to enter into contracts and other instruments necessary to the performance of its duties and the exercise of its powers, including, but not limited to, intergovernmental agreements under section one hundred nineteen-o of the general municipal law for the joint exercise of powers under this article;

(8) to enter into contracts and other instruments necessary to the performance of functions by the land bank on behalf of municipalities or agencies or departments of municipalities, or the performance by municipalities or agencies or departments of municipalities of functions on behalf of the land bank;

(9) to make and execute contracts and other instruments necessary to the exercise of the powers of the land bank; and any contract or instrument when signed by the chairman or vice-chairman of the land bank, or by an authorized use of their facsimile signatures, and by the secretary or assistant secretary, or, treasurer or assistant treasurer of the land bank, or by an authorized use of their facsimile signatures, shall be held to have been properly executed for and on its behalf;

(10) to procure insurance against losses in connection with the real property, assets, or activities of the land bank;

(11) to invest money of the land bank, at the discretion of the board of directors, in instruments, obligations, securities, or property determined proper by the board of directors, and name and use depositories for its money;

(12) to enter into contracts for the management of, the collection of rent from, or the sale of real property of the land bank;

(13) to design, develop, construct, demolish, reconstruct, rehabilitate, renovate, relocate, and otherwise improve real property or rights or interests in real property;

(14) to fix, charge, and collect rents, fees and charges for the use of real property of the land bank and for services provided by the land bank;

(15) to grant or acquire a license, easement, lease (as lessor and as lessee), or option with respect to real property of the land bank;

(16) to enter into partnership, joint ventures, and other collaborative relationships with municipalities and other public and private entities for the ownership, management, development, and disposition of real property;

(17) to inventory vacant, abandoned and tax foreclosed properties;

(18) to develop a redevelopment plan to be approved by the foreclosing governmental unit or units;

(19) to be subject to municipal building codes and zoning laws;

(20) to enter in agreements with a foreclosing governmental unit for the distribution of revenues to the foreclosing governmental unit and school district;

(21) to organize a subsidiary for a project or projects which the land bank has the power to pursue under this article when the primary reason for which the subsidiary shall be organized shall be to limit the potential liability impact of the subsidiary's project or projects on the land bank or because state or federal law requires that the purpose of a subsidiary, be undertaken through a specific corporate or business structure. All real property of a subsidiary organized under this article shall be maintained on the inventory lists required in this article of the land bank of which it is a subsidiary and the subsidiary shall make all reports and other disclosures as are required of land banks under this article and as local public authorities, unless the subsidiary's operations and finances are consolidated with those of the land bank of which it is a subsidiary. Subsidiaries organized under this article shall be established in the form of a New York charitable not-for-profit corporation or a New York single member limited liability company. Subsidiaries shall not have the authority to issue bonds, notes or other debts, provided, however, that such subsidiaries may issue notes or other debt to the land bank of which it is a subsidiary. The organizational documents filed to create a subsidiary under this article shall state that the land bank is organizing the subsidiary for the purposes set forth in this article and the name of the subsidiary shall be reasonably related to the name of the land bank of which it is a subsidiary. The real property of a subsidiary organized under this article and its income and operations are exempt from all taxation by the state of New York and by any of its political subdivisions; and

(22) to do all other things necessary to achieve the objectives and purposes of the land bank or other laws that relate to the purposes and responsibility of the land bank.

(b) A land bank shall neither possess nor exercise the power of eminent domain.

#### § 1608. Acquisition of property.

(a) The real property of a land bank and its income and operations are exempt from all taxation by the state of New York and by any of its political subdivisions. The real property of a land bank shall be exempt from: (i) all special ad valorem levies and special assessments as defined in section one hundred two of the real property tax law; (ii) sewer rent imposed under article fourteen-F of the general municipal law; and (iii) any and all user charges imposed by any municipal corporation, special district or other political subdivisions of the state, provided, however, that real property of a land bank for which such land bank receives rent, fees, or other charges for the use of such real property shall not be exempt from subparagraphs (ii) and (iii) of this paragraph. Such exempt status shall be effective upon the date of transfer of title to a land bank, notwithstanding the applicable taxable status date. Notwithstanding any other general, special or local law relating to fees of clerks, no clerk shall charge or collect a fee for filing, recording or indexing any paper, document, map or proceeding filed, recorded or indexed for a land bank, or an officer thereof acting in an official capacity, nor for furnishing a transcript, certification



or copy of any paper, document, map or proceeding to be used for land bank purposes.

(b) The land bank may acquire real property or interests in real property by gift, devise, transfer, exchange, foreclosure, purchase, or otherwise on terms and conditions and in a manner the land bank considers proper.

(c) The land bank may acquire real property by purchase contracts, lease purchase agreements, installment sales contracts, land contracts, and may accept transfers from municipalities upon such terms and conditions as agreed to by the land bank and the municipality. Notwithstanding any other law to the contrary, any municipality may transfer to the land bank real property and interests in real property of the municipality on such terms and conditions and according to such procedures as determined by the municipality.

(d) The land bank shall maintain all of its real property in accordance with the laws and ordinances of the jurisdiction in which the real property is located.

(e) The land bank shall not own or hold real property located outside the jurisdictional boundaries of the foreclosing governmental unit or units which created the land bank; provided, however, that a land bank may be granted authority pursuant to an intergovernmental cooperation agreement with another municipality to manage and maintain real property located within the jurisdiction of such other municipality.

(f) Notwithstanding any other provision of law to the contrary, any municipality may convey to a land bank real property and interests in real property on such terms and conditions, form and substance of consideration, and procedures, all as determined by the transferring municipality in its discretion.

(g) The acquisition of real property by a land bank pursuant to the provisions of this article, from entities other than political subdivisions, shall be limited to real property that is tax delinquent, tax foreclosed, vacant or abandoned; provided, however, that a land bank shall have authority to enter into agreements to purchase other real property consistent with an approved redevelopment plan.

(h) The land bank shall maintain and make available for public review and inspection a complete inventory of all property received by the land bank. Such inventory shall include: the location of the parcel; the purchase price, if any, for each parcel received; the current value assigned to the property for purposes of real property taxation; the amount, if any, owed to the locality for real property taxation; the identity of the transferor; and any conditions or restrictions applicable to the property.

(i) All parcels received by the land bank shall be listed on the received inventory established pursuant to paragraph (h) of this section within one week of acquisition and shall remain in such inventory for one week prior to disposition.

(j) Failure to comply with the requirements in paragraphs (h) and (i) of this section with regard to any particular parcel shall cause such acquisition by the land bank to be null and void.

#### § 1609. Disposition of property.

(a) The land bank shall hold in its own name, or in the name of a lawfully organized subsidiary, all real property acquired by the land bank irrespective of the identity of the transferor of such property.

(a-1) This section governing the disposition of property by land banks shall supersede section twenty-eight hundred ninety-seven of the public

authorities law in the governance of property dispositions by land banks and, as such, notwithstanding any other general, special or local law to the contrary, section twenty-eight hundred ninety-seven of the public authorities law shall not apply to land banks.

(b) The land bank shall maintain and make available for public review and inspection a complete inventory of all real property dispositions by the land bank. Such inventory shall include a complete copy of the sales contract including all terms and conditions including, but not limited to, any form of compensation received by the land bank or any other party which is not included within the sale price.

(c) The land bank shall determine and set forth in policies and procedures of the board of directors the general terms and conditions for consideration to be received by the land bank for the transfer of real property and interests in real property, which consideration may take the form of monetary payments and secured financial obligations, covenants and conditions related to the present and future use of the property, contractual commitments of the transferee, and such other forms of consideration as are consistent with state and local law.

(d) The land bank may convey, exchange, sell, transfer, lease as lessor, grant, release and demise, pledge any and all interests in, upon or to real property of the land bank.

(e) A foreclosing governmental unit may, in its local law, resolution or ordinance creating a land bank, or, in the case of multiple foreclosing governmental units creating a single land bank in the applicable intergovernmental cooperation agreement, establish a hierarchical ranking of priorities for the use of real property conveyed by a land bank including but not limited to:

- (1) use for purely public spaces and places;
- (2) use for affordable housing;
- (3) use for retail, commercial and industrial activities;
- (4) use as wildlife conservation areas; and
- (5) such other uses and in such hierarchical order as determined by the foreclosing governmental unit or units.

(f) A foreclosing governmental unit may, in its local law, resolution or ordinance creating a land bank, or, in the case of multiple foreclosing governmental units creating a single land bank in the applicable intergovernmental cooperation agreement, require that any particular form of disposition of real property, or any disposition of real property located within specified jurisdictions, be subject to specified voting and approval requirements of the board of directors. Except and unless restricted or constrained in this manner, the board of directors may delegate to officers and employees the authority to enter into and execute agreements, instruments of conveyance and all other related documents pertaining to the conveyance of real property by the land bank.

(g) All property dispositions shall be listed on the property disposition inventory established pursuant to paragraph (b) of this section within one week of disposition. Such records shall remain available for public inspection in the property disposition inventory indefinitely.

(h) Failure to comply with the requirements in paragraph (g) of this section shall subject the land bank to a civil penalty of one hundred dollars per violation up to a maximum of ten thousand dollars for each parcel, recoverable in an action brought by the attorney general or district attorney. The attorney general or district attorney may also seek rescission of the real property transaction.

§ 1610. Financing of land bank operations.

(a) A land bank may receive funding through grants and loans from the foreclosing governmental unit or units which created the land bank, from other municipalities, from the state of New York, from the federal government, and from other public and private sources.

(b) A land bank may receive and retain payments for services rendered, for rents and leasehold payments received, for consideration for disposition of real and personal property, for proceeds of insurance coverage for losses incurred, for income from investments, and for any other asset and activity lawfully permitted to a land bank under this article.

(c) Upon the adoption of a local law, ordinance, or resolution by municipality, school district or any taxing district, fifty percent of the real property taxes collected on any specific parcel of real property identified by such municipality, school district or any taxing jurisdiction may be remitted to the land bank, in accordance with procedures established by regulations promulgated by the department of taxation and finance. Such allocation of real property tax revenues shall commence with the first taxable year following the date of conveyance and shall continue for a period of five years.

§ 1611. Borrowing and issuance of bonds.

(a) A land bank shall have power to issue bonds for any of its corporate purposes, the principal and interest of which are payable from its revenues generally. Any of such bonds may be secured by a pledge of any revenues, including grants or contributions from the state of New York, the federal government, or any agency, and instrumentality thereof, or by a mortgage of any property of the land bank.

(b) The bonds issued by a land bank are hereby declared to have all the qualities of negotiable instruments under New York state law.

(c) The bonds of a land bank created under the provisions of this article and the income therefrom shall at all times be free from taxation for the state of New York or local purposes under any provision of New York law.

(d) Bonds issued by the land bank shall be authorized by resolution of the board and shall be limited obligations of the land bank; the principal and interest, costs of issuance, and other costs incidental thereto shall be payable solely from the income and revenue derived from the sale, lease, or other disposition of the assets of the land bank. In the discretion of the land bank, the bonds may be additionally secured by mortgage or other security device covering all or part of the project from which the revenues so pledged may be derived. Any refunding bonds issued shall be payable from any source described above or from the investment of any of the proceeds of the refunding bonds and shall not constitute an indebtedness or pledge of the general credit of any foreclosing governmental unit or municipality within the meaning of any constitutional or statutory limitation of indebtedness and shall contain a recital to that effect. Bonds of the land bank shall be issued in such form, shall be in such denominations, shall bear interest, shall mature in such manner, and be executed by one or more members of the board as provided in the resolution authorizing the issuance thereof. Such bonds may be subject to redemption at the option of and in the manner determined by the board in the resolution authorizing the issuance thereof.

(e) Bonds issued by the land bank shall be issued, sold, and delivered

in accordance with the terms and provisions of a resolution adopted by the board. The board may sell such bonds in such manner, either at public or at private sale, and for such price as it may determine to be in the best interests of the land bank. The resolution issuing bonds shall be published in a newspaper of general circulation within the jurisdiction of the land bank and posted prominently and continuously on the homepage of any website maintained by the land bank.

(f) Neither the members of a land bank nor any person executing the bonds shall be liable personally on any such bonds by reason of the issuance thereof. Such bonds or other obligations of a land bank shall not be a debt of any municipality or of the state of New York, and shall so, state on their face, nor shall any municipality or the state of New York nor any revenues or any property of any municipality or of the state of New York be liable therefor.

§ 1612. Public records and public meetings.

(a) The board shall cause minutes and a record to be kept of all its proceedings. Except as otherwise provided in this section, the land bank shall be subject to the open meetings law and the freedom of information law.

(b) A land bank shall hold a public hearing prior to financing or issuance of bonds. The land bank shall schedule and hold a public hearing and solicit public comment. After the conclusion of the public hearing and comments, the land bank shall consider the results of the public hearing and comments with respect to the proposed actions. Such consideration by the land bank shall include the accommodation of the public interest with respect to such actions; if such accommodation is deemed in the best interest of the community proposed actions shall include such accommodation.

(c) In addition to any other report required by this chapter, the land bank, through its chairperson, shall annually deliver, in oral and written form, a report to the municipality. Such report shall be presented by March fifteenth of each year to the governing body or board of the municipality. The report shall describe in detail the projects undertaken by the land bank during the past year, the monies expended by the land bank during the past year, and the administrative activities of the land bank during the past year. At the conclusion of the report, the chairperson of the land bank shall be prepared to answer the questions of the municipality with respect to the projects undertaken by the authority during the past year, the monies expended by the municipality during the past year, and the administrative activities of the municipality during the past year.

§ 1613. Dissolution of land bank.

A land bank may be dissolved as a charitable not-for-profit corporation sixty calendar days after an affirmative resolution approved by two-thirds of the membership of the board of directors. Sixty calendar days advance written notice of consideration of a resolution of dissolution shall be given to the foreclosing governmental unit or units that created the land bank, shall be published in a local newspaper of general circulation, and posted prominently and continuously on the homepage of any website maintained by the land bank, and shall be sent certified mail to the trustee of any outstanding bonds of the land bank. Upon dissolution of the land bank all real property, personal property and other assets of the land bank shall become the assets of the foreclosing governmental unit or units that created the land bank. In

the event that two or more foreclosing governmental units create a land bank in accordance with section sixteen hundred three of this article, the withdrawal of one or more foreclosing governmental units shall not result in the dissolution of the land bank unless the intergovernmental agreement so provides, and there is no foreclosing governmental unit that desires to continue the existence of the land bank.

§ 1614. Conflicts of interest.

No member of the board or employee of a land bank shall acquire any interest, direct or indirect, in real property of the land bank, in any real property to be acquired by the land bank, or in any real property to be acquired from the land bank. No member of the board or employee of a land bank shall have any interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished or used by a land bank. The board may adopt supplemental rules and regulations addressing potential conflicts of interest and ethical guidelines for members of the board and land bank employees.

§ 1615. Construction, intent and scope.

The provisions of this article shall be construed liberally to effectuate the legislative intent and the purposes as complete and independent authorization for the performance of each and every act and thing authorized by this article, and all powers granted shall be broadly interpreted to effectuate the intent and purposes and not as a limitation of powers. Except as otherwise expressly set forth in this article, in the exercise of its powers and duties under this article and its powers relating to property held by the land bank, the land bank shall have complete control as fully and completely as if it represented a private property owner and shall not be subject to restrictions imposed by the charter, ordinances, or resolutions of a local unit of government.

§ 1616. Delinquent property tax enforcement.

The municipality may enter into a contract to sell some or all of the delinquent tax liens held by it to a land bank, subject to the following conditions:

(a) The consideration to be paid may be more or less than the face amount of the tax liens sold.

(b) Property owners shall be given at least thirty days advance notice of such sale in the same form and manner as is provided by subdivision two of section eleven hundred ninety of the real property tax law. Failure to provide such notice or the failure of the addressee to receive the same shall not in any way affect the validity of any sale of a tax lien or tax liens or the validity of the taxes or interest prescribed by law with respect thereto.

(c) The municipality shall set the terms and conditions of the contract of sale.

(d) The land bank must thirty days prior to the commencement of any foreclosure action provide to the municipality a list of liens to be foreclosed. The municipality may, at its sole option and discretion, repurchase a lien or liens on the foreclosure list from the land bank. The repurchase price shall be the amount of the lien or liens plus any accrued interest and collection fees incurred by the land bank. The land bank shall provide the foreclosure list to the municipality, along with the applicable repurchase price of each lien, by certified mail, and the municipality shall have thirty days from receipt to notify the land bank

of its option to purchase one or more of the liens. If the municipality opts to purchase the lien, it shall provide payment within thirty days of receipt of the repurchase price of said lien or liens. If the municipality shall fail to opt to repurchase the lien or liens the land bank shall have the right to commence a foreclosure action immediately.

(e) The sale of a tax lien pursuant to this article shall not operate to shorten the otherwise applicable redemption period or change the otherwise applicable interest rate.

(f) Upon the expiration of the redemption period prescribed by law, the purchaser of a delinquent tax lien, or its successors or assigns, may foreclose the lien as in an action to foreclose a mortgage as provided in section eleven hundred ninety-four of the real property tax law. The procedure in such action shall be the procedure prescribed by article thirteen of the real property actions and proceedings law for the foreclosure of mortgages. At any time following the commencement of an action to foreclose a lien, the amount required to redeem the lien, or the amount received upon sale of a property, shall include reasonable and necessary collection costs, attorneys' fees, legal costs, allowances, and disbursements.

(g) The provisions of title five of article eleven of the real property tax law shall apply so far as is practicable to a contract for the sale of tax liens pursuant to this article.

(h) If the court orders a public sale pursuant to section eleven hundred thirty-six of the real property tax law, and the purchaser of the property is the land bank, then the form, substance, and timing of the land bank's payment of the sales price may be according to such agreement as is mutually acceptable to the plaintiff and the land bank. The obligation of the land bank to perform in accordance with such agreement shall be deemed to be in full satisfaction of the tax claim which was the basis for the judgment.

(i) Notwithstanding any other provision of law to the contrary, in the event that no municipality elects to tender a bid at a public sale pursuant to the provisions of section eleven hundred sixty-six of the real property tax law or sale pursuant to the provisions of a county charter, city charter, administrative code, or special law when applicable under section eleven hundred four of the real property tax law, the land bank may tender a bid at such sale in an amount equal to the total amount of all municipal claims and liens which were the basis for the judgment. In the event of such tender by the land bank the property shall be deemed sold to the land bank regardless of any bids by any other third parties. The bid of the land bank shall be paid as to its form, substance, and timing according to such agreement as is mutually acceptable to the plaintiff and the land bank. The obligation of the land bank to perform in accordance with such agreement shall be deemed to be in full satisfaction of the municipal claim which was the basis for the judgment. The land bank, as purchaser at such public sale or sale pursuant to the provisions of a county charter, city charter, administrative code, or special law when applicable under section eleven hundred four of the real property tax law, shall take and forever thereafter have, an absolute title to the property sold, free and discharged of all tax and municipal claims, liens, mortgages, charges and estates of whatsoever kind. The deed to the land bank shall be executed, acknowledged and delivered within thirty days of the sale. Alternatively, the land bank can assign all rights resulting from the land bank's successful tender for the property to the foreclosing governmental unit, which would allow the property to be deeded directly to the foreclosing governmental unit. All land bank acquisitions

pursuant to this paragraph shall comply with section sixteen hundred eight of this article and all dispositions of property acquired pursuant to this paragraph shall comply with section sixteen hundred nine of this article.

§ 1617. Contracts.

(a) The land bank may, in its discretion, assign contracts for supervision and coordination to the successful bidder for any subdivision of work for which the land bank receives bids. Any construction, demolition, renovation and reconstruction contract awarded by the land bank shall contain such other terms and conditions as the land bank may deem desirable. The land bank shall not award any construction, demolition, renovation and reconstruction contract greater than ten thousand dollars except to the lowest bidder who, in its opinion, is qualified to perform the work required and who is responsible and reliable. The land bank may, however, reject any or all bids or waive any informality in a bid if it believes that the public interest will be promoted thereby. The land bank may reject any bid, if, in its judgment, the business and technical organization, plant, resources, financial standing, or experience of the bidder justifies such rejection in view of the work to be performed.

(b) For the purposes of article fifteen-A of the executive law only, the land bank shall be deemed a state agency as that term is used in such article, and all contracts for procurement, design, construction, services and materials shall be deemed state contracts within the meaning of that term as set forth in such article.

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

SUBJECT: Exempt Water Sewer Billings

Date: 5/27/2025

DEPT OF ORIGIN: Village Manager

Bill # 72-2025

DATE SUBMITTED: 5/21/2025

EXHIBITS:

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

Resolution to authorize the exemption of 34 Brandy Brook from all Water and Sewer Billings

MOVED BY: Ryan SECONDED BY: Scollin

VOTE ON ROLL CALL: TO TABLE

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes



**RESOLUTION AUTHORIZING TO CORRECT THE 2025 RELEVIED VILLAGE WATER/SEWER  
BILL FOR LAND BANK PROPERTY AT 34 BRANDY BROOK AVENUE**

**WHEREAS**, the Village of Saranac Lake acknowledges that the Essex County Land Bank became the legal owner of the property located at 34 Brandy Brook Avenue (Tax Map No. 32.215-4-4.000) as of January 25, 2024, and

**WHEREAS**, pursuant to Article 16, Section 1608(a) of the New York State Not-For-Profit Corporation Law, property owned by a Land Bank is exempt from taxes, including sewer rents and all user charges imposed by any municipal corporation, and

**WHEREAS**, this exemption status was not made known to the Village of Saranac Lake prior to the relevy of the 2025 water and sewer bill in the amount of \$712.94 for Account No. 000809-00, which was incorrectly assessed to the Essex County Land Bank for the property located at 34 Brandy Brook Avenue.

**THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees hereby authorizes the correction of the 2025 water and sewer bill for Account No. 000809-00, reducing the total amount of \$712.94 to \$0.00 due to the exemption applicable under Article 16, and

**BE IT FURTHER RESOLVED**, that for the duration of ownership by the Essex County Land Bank, the property at 34 Brandy Brook Avenue shall be exempt from all water and sewer charges in accordance with applicable law.

## ARTICLE 16

### LAND BANKS

- Section 1600. Short title.  
1601. Legislative intent.  
1602. Definitions.  
1603. Creation and existence.  
1604. Applicability of New York law.  
1605. Board of directors.  
1606. Staff.  
1607. Powers.  
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1610. Financing of land bank operations.  
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1612. Public records and public meetings.  
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1614. Conflicts of interest.  
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1617. Contracts.

#### § 1601. Legislative intent.

The legislature finds and declares that New York's communities are important to the social and economic vitality of the state. Whether urban, suburban, or rural, many communities are struggling to cope with vacant, abandoned, and tax-delinquent properties.

There exists a crisis in many cities and their metro areas caused by disinvestment in real property and resulting in a significant amount of vacant and abandoned property. For example, Cornell Cooperative Extension Association of Erie county estimates that the city of Buffalo has thirteen thousand vacant parcels, four thousand vacant structures and an estimated twenty-two thousand two hundred ninety vacant residential units. This condition of vacant and abandoned property represents lost revenue to local governments and large costs ranging from demolition, effects of safety hazards and spreading deterioration of neighborhoods including resulting mortgage foreclosures.

The need exists to strengthen and revitalize the economy of the state and its local units of government by solving the problems of vacant and abandoned property in a coordinated manner and to foster the development of such property and promote economic growth. Such problems may include multiple taxing jurisdictions lacking common policies, ineffective property inspection, code enforcement and property rehabilitation support, lengthy and/or inadequate foreclosure proceedings and lack of coordination and resources to support economic revitalization.

There is an overriding public need to confront the problems caused by vacant, abandoned and tax-delinquent properties through the creation of new tools to be available to communities throughout New York enabling them to turn vacant spaces into vibrant places.

Land banks are one of the tools that can be utilized by communities to facilitate the return of vacant, abandoned, and tax-delinquent properties to productive use. The primary focus of land bank operations is the acquisition of real property that is tax delinquent, tax foreclosed, vacant, abandoned, and the use of tools authorized in this article to eliminate the harms and liabilities caused by such properties.

§ 1602. Definitions.

The following words and phrases when used in this article shall have the meanings given to them in this section unless the context clearly indicates otherwise:

(a) "board of directors" or "board" shall mean the board of directors of a land bank;

(b) "land bank" shall mean a land bank established as a charitable not-for-profit corporation under this chapter and in accordance with the provisions of this article and pursuant to this article;

(c) "foreclosing governmental unit" shall mean "tax district" as defined in subdivision six of section eleven hundred two of the real property tax law;

(d) "municipality" shall mean a city, village, town or county other than a county located wholly within a city;

(e) "school district" shall mean a school district as defined under the education law; and

(f) "real property" shall mean lands, lands under water, structures and any and all easements, air rights, franchises and incorporeal hereditaments and every estate and right therein, legal and equitable, including terms for years and liens by way of judgment, mortgage or otherwise, and any and all fixtures and improvements located thereon.

§ 1603. Creation and existence.

(a) Any foreclosing governmental unit may create a land bank by the adoption of a local law, ordinance, or resolution as appropriate to such foreclosing governmental unit which action specifies the following:

(1) the name of the land bank;

(2) the number of members of the board of directors, which shall consist of an odd number of members, and shall be not less than five members nor more than fifteen members;

(3) the initial individuals to serve as members of the board of directors, and the length of terms for which they are to serve;

(4) the qualifications, manner of selection or appointment, and terms of office of members of the board; and

(5) the articles of incorporation for the land bank, which shall be filed with the secretary of state in accordance with the procedures set forth in this chapter.

(b) Two or more foreclosing governmental units may enter into an intergovernmental cooperation agreement which creates a single land bank to act on behalf of such foreclosing governmental units, which agreement shall be authorized by and be in accordance with the provisions of paragraph (a) of this section. Such intergovernmental agreement shall include provisions for dissolution of such land bank.

(c) Any foreclosing governmental units and any municipality may enter into an intergovernmental cooperation agreement which creates a single land bank to act on behalf of such foreclosing governmental unit or units and municipality, which agreement shall be authorized by and be in accordance with the provisions of paragraph (a) of this section. Such intergovernmental agreement shall include provisions for dissolution of such land bank.

(d) Except when a land bank is created pursuant to paragraph (b) or (c) of this section, in the event a county creates a land bank, such land bank shall have the power to acquire real property only in those portions of such county located outside of the geographical boundaries of any other land bank created by any other foreclosing governmental

unit located partially or entirely within such county.

(e) A school district may participate in a land bank pursuant to an intergovernmental cooperation agreement with the foreclosing governmental unit or units that create the land bank, which agreement shall specify the membership, if any, of such school district on the board of directors of the land bank, or the actions of the land bank which are subject to approval by the school district.

(f) Each land bank created pursuant to this act shall be a charitable corporation, and shall have permanent and perpetual duration until terminated and dissolved in accordance with the provisions of section sixteen hundred thirteen of this article.

(g) Nothing in this article shall be construed to authorize the existence of more than thirty-five land banks located in the state at one time, provided further that each foreclosing governmental unit or units proposing to create a land bank shall submit such local law, ordinance or resolution as required by paragraph (a) of this section, to the urban development corporation, for its review and approval. The creation of a land bank shall be conditioned upon approval of the urban development corporation.

(h) The office of the state comptroller shall have the authority to audit any land bank pursuant to this article.

§ 1604. Applicability of New York law.

This article shall apply only to land banks created pursuant to this article.

§ 1605. Board of directors.

(a) (1) The initial size of the board shall be determined in accordance with section sixteen hundred three of this article. Unless restricted by the actions or agreements specified in section sixteen hundred three of this article, the provisions of this section shall apply.

(2) The size of the board may be adjusted in accordance with by-laws of the land bank.

(b) In the event that a land bank is created pursuant to an intergovernmental agreement in accordance with section sixteen hundred three of this article, such intergovernmental cooperation agreement shall specify matters identified in paragraph (a) of section sixteen hundred three of this article; provided, however, that each foreclosing governmental unit shall have at least one appointment to the board.

(c) Any public officer shall be eligible to serve as a board member and the acceptance of the appointment shall neither terminate nor impair such public office. For purposes of this section, "public officer" shall mean a person who is elected to a municipal office. Any municipal employee or appointed officer shall be eligible to serve as a board member.

(d) The members of the board of directors shall select annually from among themselves a chairman, a vice-chairman, a treasurer, and such other officers as the board may determine, and shall establish their duties as may be regulated by rules adopted by the board.

(e) The board shall establish rules and requirements relative to the attendance and participation of members in its meetings, regular or special. Such rules and regulations may prescribe a procedure whereby, should any member fail to comply with such rules and regulations, such

member may be disqualified and removed automatically from office by no less than a majority vote of the remaining members of the board, and that member's position shall be vacant as of the first day of the next calendar month. Any person removed under the provisions of this paragraph shall be ineligible for reappointment to the board, unless such reappointment is confirmed unanimously by the board.

(f) A vacancy on the board shall be filled in the same manner as the original appointment.

(g) Board members shall serve without compensation, shall have the power to organize and reorganize the executive, administrative, clerical, and other departments of the land bank and to fix the duties, powers, and compensation of all employees, agents, and consultants of the land bank. The board may reimburse any member for expenses actually incurred in the performance of duties on behalf of the land bank.

(h) The board shall meet in regular session according to a schedule adopted by the board, and also shall meet in special session as convened by the chairman or upon written notice signed by a majority of the members.

(i) A majority of the members of the board, not including vacancies, shall constitute a quorum for the conduct of business. All actions of the board shall be approved by the affirmative vote of a majority of the members of that board present and voting; provided, however, no action of the board shall be authorized on the following matters unless approved by a majority of the total board membership:

(1) adoption of by-laws and other rules and regulations for conduct of the land bank's business;

(2) hiring or firing of any employee or contractor of the land bank. This function may, by majority vote of the total board membership, be delegated to a specified officer or committee of the land bank, under such terms and conditions, and to the extent, that the board may specify;

(3) the incurring of debt;

(4) adoption or amendment of the annual budget; and

(5) sale, lease, encumbrance, or alienation of real property, improvements, or personal property.

(j) Members of a board shall not be liable personally on the bonds or other obligations of the land bank, and the rights of creditors shall be solely against such land bank.

(k) Vote by proxy shall not be permitted. Any member may request a recorded vote on any resolution or action of the land bank.

(l) Each director, officer and employee shall be a state officer or employee for the purposes of sections seventy-three and seventy-four of the public officers law.

#### § 1606. Staff.

A land bank may employ a secretary, an executive director, its own counsel and legal staff, and such technical experts, and such other agents and employees, permanent or temporary, as it may require, and may determine the qualifications and fix the compensation and benefits of such persons. A land bank may also enter into contracts and agreements with municipalities for staffing services to be provided to the land bank by municipalities or agencies or departments thereof, or for a land bank to provide such staffing services to municipalities or agencies or departments thereof.

§ 1607. Powers.

(a) A land bank shall constitute a charitable not-for-profit corporation under New York law, which powers shall include all powers necessary to carry out and effectuate the purposes and provisions of this article, including the following powers in addition to those herein otherwise granted:

(1) adopt, amend, and repeal bylaws for the regulation of its affairs and the conduct of its business;

(2) sue and be sued in its own name and plead and be impleaded in all civil actions, including, but not limited to, actions to clear title to property of the land bank;

(3) to adopt a seal and to alter the same at pleasure;

(4) to make contracts, give guarantees and incur liabilities, borrow money at such rates of interest as the land bank may determine;

(5) to issue negotiable revenue bonds and notes according to the provisions of this article;

(6) to procure insurance or guarantees from the state of New York or federal government of the payments of any debts or parts thereof incurred by the land bank, and to pay premiums in connection therewith;

(7) to enter into contracts and other instruments necessary to the performance of its duties and the exercise of its powers, including, but not limited to, intergovernmental agreements under section one hundred nineteen-o of the general municipal law for the joint exercise of powers under this article;

(8) to enter into contracts and other instruments necessary to the performance of functions by the land bank on behalf of municipalities or agencies or departments of municipalities, or the performance by municipalities or agencies or departments of municipalities of functions on behalf of the land bank;

(9) to make and execute contracts and other instruments necessary to the exercise of the powers of the land bank; and any contract or instrument when signed by the chairman or vice-chairman of the land bank, or by an authorized use of their facsimile signatures, and by the secretary or assistant secretary, or, treasurer or assistant treasurer of the land bank, or by an authorized use of their facsimile signatures, shall be held to have been properly executed for and on its behalf;

(10) to procure insurance against losses in connection with the real property, assets, or activities of the land bank;

(11) to invest money of the land bank, at the discretion of the board of directors, in instruments, obligations, securities, or property determined proper by the board of directors, and name and use depositories for its money;

(12) to enter into contracts for the management of, the collection of rent from, or the sale of real property of the land bank;

(13) to design, develop, construct, demolish, reconstruct, rehabilitate, renovate, relocate, and otherwise improve real property or rights or interests in real property;

(14) to fix, charge, and collect rents, fees and charges for the use of real property of the land bank and for services provided by the land bank;

(15) to grant or acquire a license, easement, lease (as lessor and as lessee), or option with respect to real property of the land bank;

(16) to enter into partnership, joint ventures, and other collaborative relationships with municipalities and other public and private entities for the ownership, management, development, and disposition of real property;

(17) to inventory vacant, abandoned and tax foreclosed properties;

(18) to develop a redevelopment plan to be approved by the foreclosing governmental unit or units;

(19) to be subject to municipal building codes and zoning laws;

(20) to enter in agreements with a foreclosing governmental unit for the distribution of revenues to the foreclosing governmental unit and school district;

(21) to organize a subsidiary for a project or projects which the land bank has the power to pursue under this article when the primary reason for which the subsidiary shall be organized shall be to limit the potential liability impact of the subsidiary's project or projects on the land bank or because state or federal law requires that the purpose of a subsidiary, be undertaken through a specific corporate or business structure. All real property of a subsidiary organized under this article shall be maintained on the inventory lists required in this article of the land bank of which it is a subsidiary and the subsidiary shall make all reports and other disclosures as are required of land banks under this article and as local public authorities, unless the subsidiary's operations and finances are consolidated with those of the land bank of which it is a subsidiary. Subsidiaries organized under this article shall be established in the form of a New York charitable not-for-profit corporation or a New York single member limited liability company. Subsidiaries shall not have the authority to issue bonds, notes or other debts, provided, however, that such subsidiaries may issue notes or other debt to the land bank of which it is a subsidiary. The organizational documents filed to create a subsidiary under this article shall state that the land bank is organizing the subsidiary for the purposes set forth in this article and the name of the subsidiary shall be reasonably related to the name of the land bank of which it is a subsidiary. The real property of a subsidiary organized under this article and its income and operations are exempt from all taxation by the state of New York and by any of its political subdivisions; and

(22) to do all other things necessary to achieve the objectives and purposes of the land bank or other laws that relate to the purposes and responsibility of the land bank.

(b) A land bank shall neither possess nor exercise the power of eminent domain.

#### § 1608. Acquisition of property.

(a) The real property of a land bank and its income and operations are exempt from all taxation by the state of New York and by any of its political subdivisions. The real property of a land bank shall be exempt from: (i) all special ad valorem levies and special assessments as defined in section one hundred two of the real property tax law; (ii) sewer rent imposed under article fourteen-F of the general municipal law; and (iii) any and all user charges imposed by any municipal corporation, special district or other political subdivisions of the state, provided, however, that real property of a land bank for which such land bank receives rent, fees, or other charges for the use of such real property shall not be exempt from subparagraphs (ii) and (iii) of this paragraph. Such exempt status shall be effective upon the date of transfer of title to a land bank, notwithstanding the applicable taxable status date. Notwithstanding any other general, special or local law relating to fees of clerks, no clerk shall charge or collect a fee for filing, recording or indexing any paper, document, map or proceeding filed, recorded or indexed for a land bank, or an officer thereof acting in an official capacity, nor for furnishing a transcript, certification

or copy of any paper, document, map or proceeding to be used for land bank purposes.

(b) The land bank may acquire real property or interests in real property by gift, devise, transfer, exchange, foreclosure, purchase, or otherwise on terms and conditions and in a manner the land bank considers proper.

(c) The land bank may acquire real property by purchase contracts, lease purchase agreements, installment sales contracts, land contracts, and may accept transfers from municipalities upon such terms and conditions as agreed to by the land bank and the municipality. Notwithstanding any other law to the contrary, any municipality may transfer to the land bank real property and interests in real property of the municipality on such terms and conditions and according to such procedures as determined by the municipality.

(d) The land bank shall maintain all of its real property in accordance with the laws and ordinances of the jurisdiction in which the real property is located.

(e) The land bank shall not own or hold real property located outside the jurisdictional boundaries of the foreclosing governmental unit or units which created the land bank; provided, however, that a land bank may be granted authority pursuant to an intergovernmental cooperation agreement with another municipality to manage and maintain real property located within the jurisdiction of such other municipality.

(f) Notwithstanding any other provision of law to the contrary, any municipality may convey to a land bank real property and interests in real property on such terms and conditions, form and substance of consideration, and procedures, all as determined by the transferring municipality in its discretion.

(g) The acquisition of real property by a land bank pursuant to the provisions of this article, from entities other than political subdivisions, shall be limited to real property that is tax delinquent, tax foreclosed, vacant or abandoned; provided, however, that a land bank shall have authority to enter into agreements to purchase other real property consistent with an approved redevelopment plan.

(h) The land bank shall maintain and make available for public review and inspection a complete inventory of all property received by the land bank. Such inventory shall include: the location of the parcel; the purchase price, if any, for each parcel received; the current value assigned to the property for purposes of real property taxation; the amount, if any, owed to the locality for real property taxation; the identity of the transferor; and any conditions or restrictions applicable to the property.

(i) All parcels received by the land bank shall be listed on the received inventory established pursuant to paragraph (h) of this section within one week of acquisition and shall remain in such inventory for one week prior to disposition.

(j) Failure to comply with the requirements in paragraphs (h) and (i) of this section with regard to any particular parcel shall cause such acquisition by the land bank to be null and void.

#### § 1609. Disposition of property.

(a) The land bank shall hold in its own name, or in the name of a lawfully organized subsidiary, all real property acquired by the land bank irrespective of the identity of the transferor of such property.

(a-1) This section governing the disposition of property by land banks shall supersede section twenty-eight hundred ninety-seven of the public



authorities law in the governance of property dispositions by land banks and, as such, notwithstanding any other general, special or local law to the contrary, section twenty-eight hundred ninety-seven of the public authorities law shall not apply to land banks.

(b) The land bank shall maintain and make available for public review and inspection a complete inventory of all real property dispositions by the land bank. Such inventory shall include a complete copy of the sales contract including all terms and conditions including, but not limited to, any form of compensation received by the land bank or any other party which is not included within the sale price.

(c) The land bank shall determine and set forth in policies and procedures of the board of directors the general terms and conditions for consideration to be received by the land bank for the transfer of real property and interests in real property, which consideration may take the form of monetary payments and secured financial obligations, covenants and conditions related to the present and future use of the property, contractual commitments of the transferee, and such other forms of consideration as are consistent with state and local law.

(d) The land bank may convey, exchange, sell, transfer, lease as lessor, grant, release and demise, pledge any and all interests in, upon or to real property of the land bank.

(e) A foreclosing governmental unit may, in its local law, resolution or ordinance creating a land bank, or, in the case of multiple foreclosing governmental units creating a single land bank in the applicable intergovernmental cooperation agreement, establish a hierarchical ranking of priorities for the use of real property conveyed by a land bank including but not limited to:

- (1) use for purely public spaces and places;
- (2) use for affordable housing;
- (3) use for retail, commercial and industrial activities;
- (4) use as wildlife conservation areas; and
- (5) such other uses and in such hierarchical order as determined by the foreclosing governmental unit or units.

(f) A foreclosing governmental unit may, in its local law, resolution or ordinance creating a land bank, or, in the case of multiple foreclosing governmental units creating a single land bank in the applicable intergovernmental cooperation agreement, require that any particular form of disposition of real property, or any disposition of real property located within specified jurisdictions, be subject to specified voting and approval requirements of the board of directors. Except and unless restricted or constrained in this manner, the board of directors may delegate to officers and employees the authority to enter into and execute agreements, instruments of conveyance and all other related documents pertaining to the conveyance of real property by the land bank.

(g) All property dispositions shall be listed on the property disposition inventory established pursuant to paragraph (b) of this section within one week of disposition. Such records shall remain available for public inspection in the property disposition inventory indefinitely.

(h) Failure to comply with the requirements in paragraph (g) of this section shall subject the land bank to a civil penalty of one hundred dollars per violation up to a maximum of ten thousand dollars for each parcel, recoverable in an action brought by the attorney general or district attorney. The attorney general or district attorney may also seek rescission of the real property transaction.

§ 1610. Financing of land bank operations.

(a) A land bank may receive funding through grants and loans from the foreclosing governmental unit or units which created the land bank, from other municipalities, from the state of New York, from the federal government, and from other public and private sources.

(b) A land bank may receive and retain payments for services rendered, for rents and leasehold payments received, for consideration for disposition of real and personal property, for proceeds of insurance coverage for losses incurred, for income from investments, and for any other asset and activity lawfully permitted to a land bank under this article.

(c) Upon the adoption of a local law, ordinance, or resolution by municipality, school district or any taxing district, fifty percent of the real property taxes collected on any specific parcel of real property identified by such municipality, school district or any taxing jurisdiction may be remitted to the land bank, in accordance with procedures established by regulations promulgated by the department of taxation and finance. Such allocation of real property tax revenues shall commence with the first taxable year following the date of conveyance and shall continue for a period of five years.

§ 1611. Borrowing and issuance of bonds.

(a) A land bank shall have power to issue bonds for any of its corporate purposes, the principal and interest of which are payable from its revenues generally. Any of such bonds may be secured by a pledge of any revenues, including grants or contributions from the state of New York, the federal government, or any agency, and instrumentality thereof, or by a mortgage of any property of the land bank.

(b) The bonds issued by a land bank are hereby declared to have all the qualities of negotiable instruments under New York state law.

(c) The bonds of a land bank created under the provisions of this article and the income therefrom shall at all times be free from taxation for the state of New York or local purposes under any provision of New York law.

(d) Bonds issued by the land bank shall be authorized by resolution of the board and shall be limited obligations of the land bank; the principal and interest, costs of issuance, and other costs incidental thereto shall be payable solely from the income and revenue derived from the sale, lease, or other disposition of the assets of the land bank. In the discretion of the land bank, the bonds may be additionally secured by mortgage or other security device covering all or part of the project from which the revenues so pledged may be derived. Any refunding bonds issued shall be payable from any source described above or from the investment of any of the proceeds of the refunding bonds and shall not constitute an indebtedness or pledge of the general credit of any foreclosing governmental unit or municipality within the meaning of any constitutional or statutory limitation of indebtedness and shall contain a recital to that effect. Bonds of the land bank shall be issued in such form, shall be in such denominations, shall bear interest, shall mature in such manner, and be executed by one or more members of the board as provided in the resolution authorizing the issuance thereof. Such bonds may be subject to redemption at the option of and in the manner determined by the board in the resolution authorizing the issuance thereof.

(e) Bonds issued by the land bank shall be issued, sold, and delivered

in accordance with the terms and provisions of a resolution adopted by the board. The board may sell such bonds in such manner, either at public or at private sale, and for such price as it may determine to be in the best interests of the land bank. The resolution issuing bonds shall be published in a newspaper of general circulation within the jurisdiction of the land bank and posted prominently and continuously on the homepage of any website maintained by the land bank.

(f) Neither the members of a land bank nor any person executing the bonds shall be liable personally on any such bonds by reason of the issuance thereof. Such bonds or other obligations of a land bank shall not be a debt of any municipality or of the state of New York, and shall so, state on their face, nor shall any municipality or the state of New York nor any revenues or any property of any municipality or of the state of New York be liable therefor.

§ 1612. Public records and public meetings.

(a) The board shall cause minutes and a record to be kept of all its proceedings. Except as otherwise provided in this section, the land bank shall be subject to the open meetings law and the freedom of information law.

(b) A land bank shall hold a public hearing prior to financing or issuance of bonds. The land bank shall schedule and hold a public hearing and solicit public comment. After the conclusion of the public hearing and comments, the land bank shall consider the results of the public hearing and comments with respect to the proposed actions. Such consideration by the land bank shall include the accommodation of the public interest with respect to such actions; if such accommodation is deemed in the best interest of the community proposed actions shall include such accommodation.

(c) In addition to any other report required by this chapter, the land bank, through its chairperson, shall annually deliver, in oral and written form, a report to the municipality. Such report shall be presented by March fifteenth of each year to the governing body or board of the municipality. The report shall describe in detail the projects undertaken by the land bank during the past year, the monies expended by the land bank during the past year, and the administrative activities of the land bank during the past year. At the conclusion of the report, the chairperson of the land bank shall be prepared to answer the questions of the municipality with respect to the projects undertaken by the authority during the past year, the monies expended by the municipality during the past year, and the administrative activities of the municipality during the past year.

§ 1613. Dissolution of land bank.

A land bank may be dissolved as a charitable not-for-profit corporation sixty calendar days after an affirmative resolution approved by two-thirds of the membership of the board of directors. Sixty calendar days advance written notice of consideration of a resolution of dissolution shall be given to the foreclosing governmental unit or units that created the land bank, shall be published in a local newspaper of general circulation, and posted prominently and continuously on the homepage of any website maintained by the land bank, and shall be sent certified mail to the trustee of any outstanding bonds of the land bank. Upon dissolution of the land bank all real property, personal property and other assets of the land bank shall become the assets of the foreclosing governmental unit or units that created the land bank. In

the event that two or more foreclosing governmental units create a land bank in accordance with section sixteen hundred three of this article, the withdrawal of one or more foreclosing governmental units shall not result in the dissolution of the land bank unless the intergovernmental agreement so provides, and there is no foreclosing governmental unit that desires to continue the existence of the land bank.

§ 1614. Conflicts of interest.

No member of the board or employee of a land bank shall acquire any interest, direct or indirect, in real property of the land bank, in any real property to be acquired by the land bank, or in any real property to be acquired from the land bank. No member of the board or employee of a land bank shall have any interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished or used by a land bank. The board may adopt supplemental rules and regulations addressing potential conflicts of interest and ethical guidelines for members of the board and land bank employees.

§ 1615. Construction, intent and scope.

The provisions of this article shall be construed liberally to effectuate the legislative intent and the purposes as complete and independent authorization for the performance of each and every act and thing authorized by this article, and all powers granted shall be broadly interpreted to effectuate the intent and purposes and not as a limitation of powers. Except as otherwise expressly set forth in this article, in the exercise of its powers and duties under this article and its powers relating to property held by the land bank, the land bank shall have complete control as fully and completely as if it represented a private property owner and shall not be subject to restrictions imposed by the charter, ordinances, or resolutions of a local unit of government.

§ 1616. Delinquent property tax enforcement.

The municipality may enter into a contract to sell some or all of the delinquent tax liens held by it to a land bank, subject to the following conditions:

(a) The consideration to be paid may be more or less than the face amount of the tax liens sold.

(b) Property owners shall be given at least thirty days advance notice of such sale in the same form and manner as is provided by subdivision two of section eleven hundred ninety of the real property tax law. Failure to provide such notice or the failure of the addressee to receive the same shall not in any way affect the validity of any sale of a tax lien or tax liens or the validity of the taxes or interest prescribed by law with respect thereto.

(c) The municipality shall set the terms and conditions of the contract of sale.

(d) The land bank must thirty days prior to the commencement of any foreclosure action provide to the municipality a list of liens to be foreclosed. The municipality may, at its sole option and discretion, repurchase a lien or liens on the foreclosure list from the land bank. The repurchase price shall be the amount of the lien or liens plus any accrued interest and collection fees incurred by the land bank. The land bank shall provide the foreclosure list to the municipality, along with the applicable repurchase price of each lien, by certified mail, and the municipality shall have thirty days from receipt to notify the land bank

of its option to purchase one or more of the liens. If the municipality opts to purchase the lien, it shall provide payment within thirty days of receipt of the repurchase price of said lien or liens. If the municipality shall fail to opt to repurchase the lien or liens the land bank shall have the right to commence a foreclosure action immediately.

(e) The sale of a tax lien pursuant to this article shall not operate to shorten the otherwise applicable redemption period or change the otherwise applicable interest rate.

(f) Upon the expiration of the redemption period prescribed by law, the purchaser of a delinquent tax lien, or its successors or assigns, may foreclose the lien as in an action to foreclose a mortgage as provided in section eleven hundred ninety-four of the real property tax law. The procedure in such action shall be the procedure prescribed by article thirteen of the real property actions and proceedings law for the foreclosure of mortgages. At any time following the commencement of an action to foreclose a lien, the amount required to redeem the lien, or the amount received upon sale of a property, shall include reasonable and necessary collection costs, attorneys' fees, legal costs, allowances, and disbursements.

(g) The provisions of title five of article eleven of the real property tax law shall apply so far as is practicable to a contract for the sale of tax liens pursuant to this article.

(h) If the court orders a public sale pursuant to section eleven hundred thirty-six of the real property tax law, and the purchaser of the property is the land bank, then the form, substance, and timing of the land bank's payment of the sales price may be according to such agreement as is mutually acceptable to the plaintiff and the land bank. The obligation of the land bank to perform in accordance with such agreement shall be deemed to be in full satisfaction of the tax claim which was the basis for the judgment.

(i) Notwithstanding any other provision of law to the contrary, in the event that no municipality elects to tender a bid at a public sale pursuant to the provisions of section eleven hundred sixty-six of the real property tax law or sale pursuant to the provisions of a county charter, city charter, administrative code, or special law when applicable under section eleven hundred four of the real property tax law, the land bank may tender a bid at such sale in an amount equal to the total amount of all municipal claims and liens which were the basis for the judgment. In the event of such tender by the land bank the property shall be deemed sold to the land bank regardless of any bids by any other third parties. The bid of the land bank shall be paid as to its form, substance, and timing according to such agreement as is mutually acceptable to the plaintiff and the land bank. The obligation of the land bank to perform in accordance with such agreement shall be deemed to be in full satisfaction of the municipal claim which was the basis for the judgment. The land bank, as purchaser at such public sale or sale pursuant to the provisions of a county charter, city charter, administrative code, or special law when applicable under section eleven hundred four of the real property tax law, shall take and forever thereafter have, an absolute title to the property sold, free and discharged of all tax and municipal claims, liens, mortgages, charges and estates of whatsoever kind. The deed to the land bank shall be executed, acknowledged and delivered within thirty days of the sale. Alternatively, the land bank can assign all rights resulting from the land bank's successful tender for the property to the foreclosing governmental unit, which would allow the property to be deeded directly to the foreclosing governmental unit. All land bank acquisitions

pursuant to this paragraph shall comply with section sixteen hundred eight of this article and all dispositions of property acquired pursuant to this paragraph shall comply with section sixteen hundred nine of this article.

§ 1617. Contracts.

(a) The land bank may, in its discretion, assign contracts for supervision and coordination to the successful bidder for any subdivision of work for which the land bank receives bids. Any construction, demolition, renovation and reconstruction contract awarded by the land bank shall contain such other terms and conditions as the land bank may deem desirable. The land bank shall not award any construction, demolition, renovation and reconstruction contract greater than ten thousand dollars except to the lowest bidder who, in its opinion, is qualified to perform the work required and who is responsible and reliable. The land bank may, however, reject any or all bids or waive any informality in a bid if it believes that the public interest will be promoted thereby. The land bank may reject any bid, if, in its judgment, the business and technical organization, plant, resources, financial standing, or experience of the bidder justifies such rejection in view of the work to be performed.

(b) For the purposes of article fifteen-A of the executive law only, the land bank shall be deemed a state agency as that term is used in such article, and all contracts for procurement, design, construction, services and materials shall be deemed state contracts within the meaning of that term as set forth in such article.



ESSEX COUNTY – STATE OF NEW YORK  
CHELSEA M. MERRIHEW, COUNTY CLERK  
7559 COURT ST, PO BOX 247, ELIZABETHTOWN, NY 12932

COUNTY CLERK'S RECORDING PAGE

\*\*\*THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH\*\*\*



BOOK/PAGE: 2154 / 254  
INSTRUMENT #: 2024-544

Receipt#: 2024282934  
Clerk: WW  
Rec Date: 02/20/2024 11:48:00 AM  
Doc Grp: D  
Descrip: DEED  
Num Pgs: 4  
Rec'd Frm: ESSEX COUNTY ATTORNEY

Party1: ESSEX COUNTY  
Party2: ESSEX COUNTY LAND BANK  
CORPORATION  
Town: NORTH ELBA

Recording:

Cover Page	0.00
Recording Fee	0.00
Cultural Ed	0.00
Records Management - Coun	0.00
Records Management - Stat	0.00
Notice of Transfer of Sal	0.00
RP5217 Residential/Agricu	0.00
RP5217 - County	0.00

Sub Total: 0.00

Transfer Tax	
Transfer Tax - State	0.00
Transfer Tax - County	0.00

Sub Total: 0.00

Total: 0.00  
\*\*\*\* NOTICE: THIS IS NOT A BILL \*\*\*\*

\*\*\*\*\* Transfer Tax \*\*\*\*\*  
Transfer Tax #: 1230  
Transfer Tax  
Consideration: 0.00

Total: 0.00

Record and Return To:

ESSEX COUNTY LAND BANK CORPORATION  
111 MONTCALM ST  
PO BOX 348  
TICONDEROGA NY 12883

I hereby certify that the within and foregoing  
was recorded in the Essex County Clerk's  
Office.

Chelsea M. Merrihew  
Essex County Clerk

**\*\*Notice\*\*** Information may change during the  
verification process and may not be reflected on this  
page

## BARGAIN AND SALE DEED

THIS INDENTURE, made the 25 day of JAN, 2024,

**ESSEX COUNTY**, a municipal corporation with offices and principal place of business located at 7551 Court Street, P.O. Box 217, Elizabethtown, Essex County, New York 12932, hereinafter referred to as, "party of the first part" or "Grantor";

to

**MR. ESSEX COUNTY LAND BANK CORPORATION.**, a New York Non-Profit Land Bank Corporation with offices and principal place of business located at 111 Montcalm Street, P.O. Box 348, Ticonderoga, Essex County, New York 12883, hereinafter referred to as, "party of the second part" or "Grantees".

**WITNESSETH**, that the party of the first part, in consideration of One Dollar (\$1.00) lawful money of the United States and other good and valuable consideration, paid by the party of the second part, does hereby grant and release unto the party of the second part, his heirs, successors and assigns the following property:

**ALL** that certain piece or parcel of land situate, lying and being in the Town of North Elba, Essex County, New York more particularly described at Schedule A attached hereto and made a part hereof.

**TOGETHER** with all right, title and interest of the party of the first part in and to any streets and roads abutting the above described premises to the center lines thereof,

**TOGETHER** with the appurtenances and all the estate and rights of the party of the first part in and to said premises.

**TO HAVE AND TO HOLD** the premises herein granted unto the party of the second part, the heirs or successors and assigns of the party of the second part forever.

And the Grantor covenants that he has not done or suffered anything whereby the said premises have been encumbered in any way whatever.


**AND THE PARTY OF THE FIRST PART**, in compliance with Section 13 of the Lien Law, will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement before using any part of the total of the same for any other purpose.

The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.



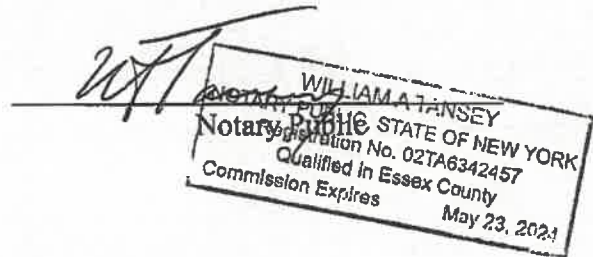
IN WITNESS WHEREOF, the part of the first part has duly executed this deed the day and year first above written.

ESSEX COUNTY,

By:   
John M. Mascarenas, County Manager

State of New York, County of Essex )ss:

On the 25 day of January in the year 2024 before me, the undersigned, a Notary Public in and for said State, personally appeared **John M. Mascarenas** personally known to me or proved to me on the basis of satisfactory evidence to be individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.



## **SCHEDULE A - Description**

### ***Essex County to Essex County Land Bank Corp.***

**ALL THAT TRACT OR PARCEL OF LAND**, situate in the Town of North Elba, County of Essex, and State of New York, also lying and being in the Village of Saranac Lake and bounded and described as follows, to wit:

BEGINNING in the center of the road running by Benjamin R. Moody's and on the West side of Railroad lands; running thence S 82°West 109 feet along the center of the road; thence S 1°West 237 feet; thence S 88°E 253 feet to the said West bounds of the Railroad; thence along the line of Railroad N 32°W 310 feet to the place of beginning, containing one and six one-hundredths acres (1.06) of land be the same more or less.

EXCEPTING from the above parcel all that certain piece and parcel of land heretofore conveyed by R.C. Prime Co., Inc. to D. Walter Ryan and wife, in October 1944, and which property was described as follows:

**ALL THAT TRACT OR PARCEL OF LAND** situate in the Town of North Elba, County of Essex and State of New York, also lying and being in the Village of Saranac Lake, and described as follows:

BEGINNING in the center of the road running by Benjamin R. Moody's at the point where the center line of the road intersects the Westerly limits of the Delaware & Hudson R.R. Company lands and running thence S 82°00' W along the center of said roadway 64 feet, more or less to a stake; thence S 10° 08' E 250 feet, more or less, to the rear line of property formerly owned by Etta M. and Benjamin O. Moody ; thence S 88°00' E 182 feet, more or less, to the Westerly limits of property owned by the Delaware & Hudson R.R. Company; thence N 32° 00' W along the Westerly bounds of said R.R. Company lands 310 feet, more or less, to the place of beginning.

BEING the same premises conveyed by Velma M. Utting to Leslie J. Handley and Mary L. Handley by deed dated September 24, 1976 and recorded in the Essex County Clerk's Office on September 27, 1976 in Book 62 of Deeds at page 90

BEING the same premises conveyed by Michael G. Diskin, Essex County Treasurer, to Essex County by Tax Deed dated August 14, 2019, which deed was recorded in the Office of the Essex County Clerk on August 14, 2019 at Book 1960 at Page 92.

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

SUBJECT: SLACAB Revised Bylaws. .

Date: 05/27/25

DEPT OF ORIGIN: Village Manager

Bill # 73-2025

DATE SUBMITTED: 05/22/2025

EXHIBITS: Revised Bylaws

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED: \$

SUMMARY STATEMENT:

A resolution to approve revised bylaws of the Arts & Culture Advisory Board, to reflect unlimited term limits in accordance to the bylaws of both Parks & Trails and Downtown Advisory Boards.

MOVED BY: Scollin      SECONDED BY: White

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE WHITE

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

**RESOLUTION TO APPROVE REVISED BYLAWS OF SARANAC LAKE ARTS & CULTURE  
ADVISORY BOARD TO REFLECT UNLIMITED CONSECUTIVE TERM LIMITS IN  
ACCORDANCE WITH THE BYLAWS OF PARKS & TRAILS AND DOWNTOWN  
ADVISORY BOARDS.**

WHEREAS, that the Board of Trustees for the Village of Saranac Lake created the Saranac Lake Arts and Culture Advisory Board to make recommendations on policy and actions that facilitate implementation of the Village of Saranac Lake Arts and Culture Master Plan; and

WHEREAS, the Saranac Lake Arts and Culture Advisory Board bylaws include a term limit of three consecutive two-year terms; and

WHEREAS, the Parks and Trails and Downtown Advisory Board bylaws do not include a maximum number of consecutive term limits; and

WHEREAS, the Village Board has acknowledged the need for consistent term limits in the bylaws between all three advisory boards; and

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees hereby approves the revised bylaws of the Saranac Lake Arts & Culture Advisory Board to reflect unlimited consecutive terms limits in accordance with the bylaws of Parks & Trails and Downtown Advisory Boards.

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

SUBJECT: Deem Equipment Surplus

Date: 5-27-2025

DEPT OF ORIGIN: Village Manager

Bill # 74-2025

DATE SUBMITTED: 5-27-2025

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

APPROVED AS TO FORM:

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

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

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

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

Resolution to deem equipment surplus

MOVED BY: Scollin      SECONDED BY: Ryan

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE RYAN

yes

TRUSTEE WHITE

yes

TRUSTEE SCOLLIN

yes

TRUSTEE BRUNETTE

yes

RESOLUTION DECLARING EQUIPMENT SURPLUS AND AUTHORIZING SALE  
OF SURPLUS EQUIPMENT

WHEREAS, the Village of Saranac Lake has determined the equipment listed below is no longer useful to the Village, and,

1. Two (2) concrete dry well structures

WHEREAS, the Village may deem equipment as surplus and dispose of it, if it no longer useful to the Village.

NOW, THEREFORE BE IT RESOLVED, that the Village Board of Trustees deems the equipment on the list below 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 the surplus equipment will be transferred to the surplus equipment account.