

VILLAGE OF SARANAC LAKE
BOARD OF TRUSTEES

AGENDA
REGULAR MEETING

Tuesday, May 26, 5:30 PM

39 MAIN STREET, SARANAC LAKE, NY 12983

Join Zoom Meeting

<https://us02web.zoom.us/j/81214360783>

Meeting ID: 812 1436 0783

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Audit of Claims/Vouchers
- E. Approval of Minutes from May 11, 2026
- F. Public Comment
- G. **Items for Board Action**
 - 115-2026 Authorize the transfer from contingency accounts and inter-funds
 - 116-2026 Appointment of Appointed Positions
 - 117-2026 Resolution to Approve Housing Advisory Board Bylaws
 - 118-2026 Resolution to Approve Downtown Streetscape Design Guidelines Amenity Review Procedures
 - 119-2026 Resolution Authorizing the Carryover of Unspent Advisory Board Funds
 - 120-2026 Appropriate Funds for Landfill Athletic Fields Conceptual Plan
- H. Board Discussion
 - a. Future Families Task Force
 - b. Funding plan and priorities discussion for capital projects.
 - c. Discussion on celebration planning for our nation's 250th birthday.
- I. Public Comment
- J. Executive Session
 - a. Information Relating to Current or Future Investigation or Prosecution of a Criminal Offense
 - b. The Medical, Financial, Credit, or Employment History of a Particular Person or Corporation
- K. Adjournment

PUBLIC COMMENT GUIDELINES

Village of Saranac Lake Board of Trustees

The Village Board welcomes public input. These guidelines help ensure meetings remain efficient and respectful.

WHEN TO SPEAK

Public comment is available during designated times on the agenda, including public hearings.

HOW TO PARTICIPATE

- Wait to be recognized by the Mayor
- State your name for the record
- Address comments to the Board as a whole

TIME LIMITS

- Up to **5 minutes per speaker**
- Time may be adjusted to allow everyone an opportunity to speak

EXPECTATIONS

- Be respectful and concise
- No interruptions, personal attacks, or disruptive behavior
- Comments should relate to Village matters

The Mayor may end comments that do not meet these standards.

BOARD RESPONSE

Public comment is for sharing input with the Board.

It is not a back-and-forth discussion.

Board members may:

- Listen and consider
- Offer brief clarification
- Refer items for follow-up

FOLLOW-UP

If you would like a response, you may leave your name and contact information with the Village Clerk.

WRITTEN COMMENTS

Comments may be submitted at any time to the Village Clerk by email or writing (clerk@saranaclakeny.gov).

Thank you for helping us conduct Village business in a way that is efficient and respectful.

Accounts Payable

Computer Check Proof List by Vendor

User: accounts payable@saranac.lakeny.gov
 Printed: 05/08/2026 - 1:48PM
 Batch: 00002.05.2026 - Nat Grid 2026-05-08



Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
Vendor: 134	NATIONAL GRID			Check Sequence: 1		ACH Enabled: False
05230-05003	Electric Bills	8.45	05/08/2026	001-7110-0403-0000	11056704	
17752-93109	Electric Bills	3,976.17	05/08/2026	001-5182-0403-0000	11056704	
	Check Total:	<u>3,984.62</u>				
	Total for Check Run:	<u>3,984.62</u>				
	Total of Number of Checks:	<u>1</u>				

Accounts Payable

Voucher Approval List

User: accountspayable@saranalakeny.gov
Printed: 05/08/2026 - 1:49PM
Batch: 00002.05.2026 - Nat Grid 2026-05-08



Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056704	05230-05003	NATIONAL GRID	Electric Bills	001-7110-0403-0000	8.45
11056704	17752-93109	NATIONAL GRID	Electric Bills	001-5182-0403-0000	3,976.17
Warrant Total:					3,984.62
Report Total:					3,984.62

Accounts Payable

Voucher Approval Document



User: accountspayable@saranaclakeny.gov
 Printed: 05/08/2026 - 1:49PM
 Date Type:
 Batch: 00002.05.2026 - Nat Grid 2026-05-08
 Voucher From & To:
 Date From & To:
 Batch: AP5 00002.05.2026

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	3,984.62
Report Total:		3,984.62

Accounts Payable

Computer Check Proof List by Vendor

User: accountspayable@saranacalakeny.gov
 Printed: 05/14/2026 - 3:14PM
 Batch: 00004.05.2026 - NAT GRID 2026-05-14



Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
Vendor: 134	NATIONAL GRID			Check Sequence: 1		ACH Enabled: False
02115-52037	ELECTRIC BILLS	38.82	05/14/2026	001-7110-0403-0000	11056719	
11137-12101	ELECTRIC BILLS	287.51	05/14/2026	005-8120-0403-0000	11056719	
13925-19104	ELECTRIC BILLS	29.07	05/14/2026	001-7140-0403-0000	11056719	
14325-19108	ELECTRIC BILLS	25.24	05/14/2026	001-7110-0403-0000	11056719	
27737-12102	ELECTRIC BILLS	72.42	05/14/2026	005-8120-0403-0000	11056719	
45849-14101	ELECTRIC BILLS	43.17	05/14/2026	001-7110-0403-0000	11056719	
51484-28018	ELECTRIC BILLS	6,019.62	05/14/2026	004-8320-0403-0000	11056719	
67837-38103	ELECTRIC BILLS	980.69	05/14/2026	005-8121-0403-0000	11056719	
77237-38106	ELECTRIC BILLS	8,532.09	05/14/2026	005-8130-0403-0000	11056719	
	Check Total:	<u>16,028.63</u>				
	Total for Check Run:	<u>16,028.63</u>				
	Total of Number of Checks:	<u>1</u>				

Accounts Payable

Voucher Approval List

User: accounts payable@saranacny.gov
 Printed: 05/14/2026 - 3:14PM
 Batch: 00004.05.2026 - NAT GRID 2026-05-14



Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056719	02115-52037	NATIONAL GRID	ELECTRIC BILLS	001-7110-0403-0000	38.82
11056719	11137-12101	NATIONAL GRID	ELECTRIC BILLS	005-8120-0403-0000	287.51
11056719	13925-19104	NATIONAL GRID	ELECTRIC BILLS	001-7140-0403-0000	29.07
11056719	14325-19108	NATIONAL GRID	ELECTRIC BILLS	001-7110-0403-0000	25.24
11056719	27737-12102	NATIONAL GRID	ELECTRIC BILLS	005-8120-0403-0000	72.42
11056719	45849-14101	NATIONAL GRID	ELECTRIC BILLS	001-7110-0403-0000	43.17
11056719	51484-28018	NATIONAL GRID	ELECTRIC BILLS	004-8320-0403-0000	6,019.62
11056719	67837-38103	NATIONAL GRID	ELECTRIC BILLS	005-8121-0403-0000	980.69
11056719	77237-38106	NATIONAL GRID	ELECTRIC BILLS	005-8130-0403-0000	8,532.09
Warrant Total:					16,028.63
Report Total:					16,028.63

Accounts Payable

Voucher Approval Document



User: accounts payable@saranaclakeny.gov
Printed: 05/14/2026 - 3:14PM
Date Type:
Batch: 00004.05.2026 - NAT GRID 2026-05-1
Voucher From & To:
Date From & To:
Batch: AP5 00004.05.2026

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	136.30
004	WATER FUND	6,019.62
005	SEWER FUND	9,872.71
Report Total:		16,028.63

Accounts Payable

Computer Check Proof List by Vendor



User: accountspayable@saranaclakeny.gov
 Printed: 05/19/2026 - 1:01PM
 Batch: 00005.05.2026 - Vouchers 2026-05-26

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
Vendor: 289 INV000353021	CAMPBELL SCIENTIFIC INC. Boothe River Park project	4,331.49	05/26/2026	250-8662-0414-0000	11056732	ACH Enabled: False
	Check Total:	4,331.49				
Vendor: 3746 7965	FIRST NATIONAL BANK OF OMAHA Credit card purchases through 05/13/26	943.29	05/26/2026	250-8662-0414-0000	11056746	ACH Enabled: False
	Check Total:	943.29				
Vendor: 3445 305697	LABELLA ASSOCIATES, DPC Prof. Services- Baldwin Park (LEAF Grant)	892.50	05/26/2026	140-7110-0200-0000	11056738	ACH Enabled: False
	Check Total:	892.50				
Vendor: 180 1205763 1205934	YSL, INC. Boothe River Park Project-Stream gauging statio Boothe River Park Project-Stream gauging statio	4,055.50 149.73	05/26/2026 05/26/2026	250-8662-0414-0000 250-8662-0414-0000	11056726 11056726	ACH Enabled: False
	Check Total:	4,205.23				
Vendor: 2064 0644	Adirondack Lakes Marine Contracting Ltd. Down payment for Caissons, I-beam	8,900.00	05/26/2026	001-7260-0401-0000	11056757	ACH Enabled: False
	Check Total:	8,900.00				
Vendor: 3381 14029 14029 14029 14051	ADIRONDACK TECHS. LLC Monthly Services - May 2026 Monthly Services - May 2026 Monthly Services - May 2026 Recurring Monthly Hosted Services - May 2026	726.00 748.00 726.00 512.63	05/26/2026 05/26/2026 05/26/2026 05/26/2026	004-8310-0400-0000 001-1680-0400-0000 005-8110-0400-0000 001-1680-0400-0000	11056736 11056736 11056736 11056736	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
14051	Recurring Monthly Hosted Services - May 2026	497.56	05/26/2026	004-8310-0400-0000	11056736	
14051	Recurring Monthly Hosted Services - May 2026	497.56	05/26/2026	005-8110-0400-0000	11056736	
	Check Total:	3,707.75				
Vendor: 5149	APPLIED SPECIALTIES INC.			Check Sequence: 7		ACH Enabled: False
360580	Annual Polymer (used for dewater/settling of slu	9,810.99	05/26/2026	005-8130-0401-0000	11056753	
	Check Total:	9,810.99				
Vendor: 4913	AQUALOGICS			Check Sequence: 8		ACH Enabled: False
IN26-144-01	PT40 Gage Pressure transmitters	2,842.25	05/26/2026	004-8320-0410-0000	11056751	
	Check Total:	2,842.25				
Vendor: 3739	BADGE & WALLET			Check Sequence: 9		ACH Enabled: False
829009	Nametags, Badges, Collar Brass	985.75	05/26/2026	001-3120-0401-0000	11056759	
	Check Total:	985.75				
Vendor: 2332	BELSON OUTDOORS			Check Sequence: 10		ACH Enabled: False
396308	Replacement mallets for instrument in Carousel]	248.37	05/26/2026	001-7110-0401-0000	11056731	
	Check Total:	248.37				
Vendor: 3760	CAN-AM RUGBY TOURNAMENT			Check Sequence: 11		ACH Enabled: False
107-2026	Can-Am Tournament 2026 Contribution	20,000.00	05/26/2026	001-6410-0400-0000	11056758	
	Check Total:	20,000.00				
Vendor: 628	CFSWMA			Check Sequence: 12		ACH Enabled: False
20105546	Disposal of Grit Screenings/Sludge from WWTP	148.00	05/26/2026	005-8130-0400-0000	11056755	
40125127	BLANKET PO - TRASH DISPOSAL	161.50	05/26/2026	001-8160-0400-0000	11056755	
40125662	Solid Waste Dump Ticket - Pisgah	53.50	05/26/2026	001-7260-0400-0000	11056755	
40126006	BLANKET PO - TRASH DISPOSAL	148.00	05/26/2026	001-8160-0400-0000	11056755	
40126139	BLANKET PO - TRASH DISPOSAL	47.00	05/26/2026	001-8160-0400-0000	11056755	
40126175	Solid Waste Dump Ticket - 33 Petrova/Hot Hous	148.00	05/26/2026	001-1989-0407-0000	11056755	
40126176	Solid Waste Dump Ticket - 33 Petrova/Hot Hous	53.50	05/26/2026	001-1989-0407-0000	11056755	
40126206	Solid Waste Dump Ticket - 33 Petrova/Hot Hous	148.00	05/26/2026	001-1989-0407-0000	11056755	
40126208	BLANKET PO - TRASH DISPOSAL	67.50	05/26/2026	001-8160-0400-0000	11056755	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
40126224	Solid Waste Dump Ticket - 33 Petrova/Hot Hous	148.00	05/26/2026	001-1989-0407-0000	11056755	
40126238	Solid Waste Dump Ticket - 33 Petrova/Hot Hous	148.00	05/26/2026	001-1989-0407-0000	11056755	
40126259	BLANKET PO - TRASH DISPOSAL	150.80	05/26/2026	001-8160-0400-0000	11056755	
40126619	BLANKET PO - TRASH DISPOSAL	27.00	05/26/2026	001-8160-0400-0000	11056755	
	Check Total:	1,448.80				
Vendor: 1149	COMPASS PRINTING PLUS			Check Sequence: 13		ACH Enabled: False
66517	2026 Tax Inserts - 1500	122.00	05/26/2026	001-1610-0401-0000	11056721	
66553	2026-27 Village Budget Books	312.00	05/26/2026	001-1610-0401-0000	11056721	
66582	Capital Improvement Plan Booklets	82.92	05/26/2026	001-1610-0401-0000	11056721	
66587	Vehicle Check List pads - Central Garage	182.00	05/26/2026	001-5142-0408-0000	11056721	
66587	Vehicle Check List pads - Central Garage	182.00	05/26/2026	001-5110-0408-0000	11056721	
	Check Total:	880.92				
Vendor: 3513	CUES INC.			Check Sequence: 14		ACH Enabled: False
970068521	Repairs to Cues Mainline Sewer camera	5,282.63	05/26/2026	005-8120-0200-0000	11056740	
	Check Total:	5,282.63				
Vendor: 2269	CYCLOPS PROCESS EQUIPMENT			Check Sequence: 15		ACH Enabled: False
35059	Walchem Part # FCP-1VC Posiflow Sensor	421.66	05/26/2026	004-8320-0410-0000	11056729	
	Check Total:	421.66				
Vendor: 3551	ENDYNE INC.			Check Sequence: 16		ACH Enabled: False
575451	SPEDES Required Testing @ WWTP (lab testi	111.00	05/26/2026	005-8130-0400-0000	11056741	
575704	SPEDES Required Testing @ WWTP (lab testi	45.00	05/26/2026	005-8130-0400-0000	11056741	
575852	Raw & Purification Water Testing @ Water Treat	50.00	05/26/2026	004-8330-0400-0000	11056741	
575973	SPEDES Required Testing @ WWTP (lab testi	490.00	05/26/2026	005-8130-0400-0000	11056741	
576216	SPEDES Required Testing @ WWTP (lab testi	111.00	05/26/2026	005-8130-0400-0000	11056741	
576348	SPEDES Required Testing @ WWTP (lab testi	131.00	05/26/2026	005-8130-0400-0000	11056741	
576434	SPEDES Required Testing @ WWTP (lab testi	45.00	05/26/2026	005-8130-0400-0000	11056741	
576673	Raw & Purification Water Testing @ Water Treat	50.00	05/26/2026	004-8330-0400-0000	11056741	
	Check Total:	1,033.00				
Vendor: 3746	FIRST NATIONAL BANK OF OMAHA			Check Sequence: 17		ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
7965	Credit card purchases through 05/13/26	31.66	05/26/2026	005-8110-0400-0000	11056746	
7965	Credit card purchases through 05/13/26	37.21	05/26/2026	001-1610-0401-0000	11056746	
7965	Credit card purchases through 05/13/26	568.33	05/26/2026	001-8620-0401-0000	11056746	
7965	Credit card purchases through 05/13/26	38.00	05/26/2026	001-1230-0400-0000	11056746	
7965	Credit card purchases through 05/13/26	686.76	05/26/2026	001-3120-0406-0000	11056746	
7965	Credit card purchases through 05/13/26	15.00	05/26/2026	001-3620-0400-0000	11056746	
7965	Credit card purchases through 05/13/26	80.85	05/26/2026	001-1210-0400-0000	11056746	
7965	Credit card purchases through 05/13/26	22.31	05/26/2026	001-7260-0401-0000	11056746	
7965	Credit card purchases through 05/13/26	31.66	05/26/2026	004-8310-0400-0000	11056746	
7965	Credit card purchases through 05/13/26	171.34	05/26/2026	001-7110-0401-0000	11056746	
7965	Credit card purchases through 05/13/26	599.58	05/26/2026	001-8170-0408-0000	11056746	
7965	Credit card purchases through 05/13/26	38.37	05/26/2026	001-1680-0400-0000	11056746	
7965	Credit card purchases through 05/13/26	5.49	05/26/2026	005-8130-0401-0000	11056746	
7965	Amazon order- Heavy duty flag pole kit	110.19	05/26/2026	001-3120-0401-0000	11056746	
	Check Total:	2,436.75				
Vendor: 5090	FORT ORANGE PRESS, INC.			Check Sequence: 18		ACH Enabled: False
35510011	2026 Village Election Ballots	1,503.39	05/26/2026	001-1450-0401-0000	11056752	
	Check Total:	1,503.39				
Vendor: 3732	FRANKLIN COUNTY TOWN HIGHWAY SUPERINTENDENTS ASSOC.			Check Sequence: 19		ACH Enabled: False
2026	2026 Highway Superintendent Dues	100.00	05/26/2026	001-1490-0400-0000	11056745	
	Check Total:	100.00				
Vendor: 64	Richard Hewitt			Check Sequence: 20		ACH Enabled: False
111-3414313-1117045	Boot Reimbursement	52.00	05/26/2026	001-7110-0400-0000	11056756	
111-3414313-1117045	Boot Reimbursement	52.00	05/26/2026	001-7260-0400-0000	11056756	
	Check Total:	104.00				
Vendor: 3220	INTERSTATE BILLING SVC INC			Check Sequence: 21		ACH Enabled: False
2348800	Throttle Foot kit	349.33	05/26/2026	001-5142-0408-0000	11056734	
	Check Total:	349.33				
Vendor: 3445	LABELLA ASSOCIATES, DPC			Check Sequence: 22		ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
305380	Project 2222500: Application Review Services	715.00	05/26/2026	001-8620-0400-0000	11056738	
	Check Total:	715.00				
Vendor: 5245	DUSTIN MARTIN			Check Sequence: 23		ACH Enabled: False
134022	MSHA Training-reimbursement for meal	83.97	05/26/2026	001-5110-0406-0000	11056754	
811432	MSHA Training-reimbursement for meal	7.77	05/26/2026	001-5110-0406-0000	11056754	
	Check Total:	91.74				
Vendor: 4909	MX FUELS & PROPANE			Check Sequence: 24		ACH Enabled: False
F5140588	Fuel Oil/Propane - April 2026	165.29	05/26/2026	005-8130-0404-0000	11056750	
F5140588	Fuel Oil/Propane - April 2026	165.29	05/26/2026	004-8320-0404-0000	11056750	
F5140588	Fuel Oil/Propane - April 2026	170.30	05/26/2026	001-5132-0404-0000	11056750	
F5140589	Fuel Oil/Propane - April 2026	81.83	05/26/2026	004-1640-0404-0000	11056750	
F5140589	Fuel Oil/Propane - April 2026	81.83	05/26/2026	005-1640-0404-0000	11056750	
F5140589	Fuel Oil/Propane - April 2026	84.31	05/26/2026	001-1640-0404-0000	11056750	
F5140590	Fuel Oil/Propane - April 2026	343.20	05/26/2026	001-3410-0404-0000	11056750	
F5140637	Fuel Oil/Propane - April 2026	948.45	05/26/2026	001-3120-0404-0000	11056750	
F5140837	Diesel - April 2026	115.59	05/26/2026	001-8170-0409-0000	11056750	
F5140837	Diesel - April 2026	89.39	05/26/2026	005-1640-0409-0000	11056750	
F5140837	Diesel - April 2026	89.39	05/26/2026	004-1640-0409-0000	11056750	
F5140837	Diesel - April 2026	92.11	05/26/2026	001-1640-0409-0000	11056750	
F5140838	Fuel Oil/Propane - April 2026	174.79	05/26/2026	001-5132-0404-0000	11056750	
F5140838	Fuel Oil/Propane - April 2026	169.64	05/26/2026	005-8130-0404-0000	11056750	
F5140838	Fuel Oil/Propane - April 2026	169.64	05/26/2026	004-8320-0404-0000	11056750	
F5140839	Fuel Oil/Propane - April 2026	62.41	05/26/2026	001-1640-0404-0000	11056750	
F5140839	Fuel Oil/Propane - April 2026	60.56	05/26/2026	005-1640-0404-0000	11056750	
F5140839	Fuel Oil/Propane - April 2026	60.56	05/26/2026	004-1640-0404-0000	11056750	
F5140840	Fuel Oil/Propane - April 2026	352.73	05/26/2026	001-3410-0404-0000	11056750	
F5141068	Fuel Oil/Propane - April 2026	1,466.74	05/26/2026	001-1989-0404-0000	11056750	
F5141132	Fuel Oil/Propane - April 2026	1,533.89	05/26/2026	001-7260-0409-0000	11056750	
F5141163	Diesel - April 2026	349.76	05/26/2026	001-3410-0409-0000	11056750	
F5141163	Diesel - April 2026	177.15	05/26/2026	001-8170-0409-0000	11056750	
F5141163	Diesel - April 2026	261.06	05/26/2026	005-8120-0409-0000	11056750	
F5141163	Diesel - April 2026	88.61	05/26/2026	001-8160-0409-0000	11056750	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
F5141183	Fuel Oil/Propane - April 2026	51.65	05/26/2026	005-8130-0404-0000	11056750	
F5141183	Fuel Oil/Propane - April 2026	53.20	05/26/2026	001-5132-0404-0000	11056750	
F5141183	Fuel Oil/Propane - April 2026	51.65	05/26/2026	004-8320-0404-0000	11056750	
F5141184	Fuel Oil/Propane - April 2026	24.77	05/26/2026	005-1640-0404-0000	11056750	
F5141184	Fuel Oil/Propane - April 2026	25.51	05/26/2026	001-1640-0404-0000	11056750	
F5141184	Fuel Oil/Propane - April 2026	24.77	05/26/2026	004-1640-0404-0000	11056750	
F5141186	Fuel Oil/Propane - April 2026	236.24	05/26/2026	001-3410-0404-0000	11056750	
F5141281	Fuel Oil/Propane - April 2026	1,114.10	05/26/2026	001-1620-0404-0000	11056750	
F5141444	Diesel - April 2026	232.12	05/26/2026	005-8120-0409-0000	11056750	
F5141444	Diesel - April 2026	1,353.08	05/26/2026	001-5110-0409-0000	11056750	
F5141712	Fuel Oil/Propane - April 2026	1,383.01	05/26/2026	004-8320-0404-0000	11056750	
F5141734	Diesel - April 2026	2,014.66	05/26/2026	001-5110-0409-0000	11056750	
F5141741	Fuel Oil/Propane - April 2026	149.61	05/26/2026	004-8320-0404-0000	11056750	
F5141741	Fuel Oil/Propane - April 2026	149.61	05/26/2026	005-8130-0404-0000	11056750	
F5141741	Fuel Oil/Propane - April 2026	154.15	05/26/2026	001-5132-0404-0000	11056750	
F5141742	Fuel Oil/Propane - April 2026	51.68	05/26/2026	001-1640-0404-0000	11056750	
F5141742	Fuel Oil/Propane - April 2026	50.16	05/26/2026	004-1640-0404-0000	11056750	
F5141742	Fuel Oil/Propane - April 2026	50.16	05/26/2026	005-1640-0404-0000	11056750	

Check Total: 14,524.65

Vendor: 134

NATIONAL GRID

Check Sequence: 25

ACH Enabled: False

04237-40103	Electric Bills	38.07	05/26/2026	001-7140-0403-0000	11056722	
08917-01009	Electric Bills	26.51	05/26/2026	001-5142-0403-0000	11056722	
17651-41107	Electric Bills	32.54	05/26/2026	001-7180-0403-0000	11056722	
17851-41103	Electric Bills	28.99	05/26/2026	001-7180-0403-0000	11056722	
19451-41114	Electric Bills	298.27	05/26/2026	005-8120-0403-0000	11056722	
23199-57118	Electric Bills	244.70	05/26/2026	004-8320-0403-0000	11056722	
37630-63022	Electric Bills	26.66	05/26/2026	001-5182-0403-0000	11056722	
42515-08008	Electric Bills	1,046.42	05/26/2026	001-1620-0403-0000	11056722	
47449-14103	Electric Bills	50.22	05/26/2026	001-5650-0403-0000	11056722	
48563-40106	Electric Bills	495.35	05/26/2026	001-3410-0403-0000	11056722	
50163-40127	Electric Bills	25.11	05/26/2026	001-5132-0403-0000	11056722	
51399-57113	Electric Bills	447.23	05/26/2026	001-1989-0403-0000	11056722	
52651-39110	Electric Bills	508.71	05/26/2026	001-7260-0403-0000	11056722	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
55249-14104	Electric Bills	29.72	05/26/2026	001-7110-0403-0000	11056722	
65913-76006	Electric Bills	27.98	05/26/2026	001-7181-0403-0000	11056722	
	Check Total:	3,326.48				
Vendor: 1374	PACES 237			Check Sequence: 26		ACH Enabled: False
05/06-06/05> E Lavare	Phase 2 - Basic Course - G Hutchins, E Lavare	500.00	05/26/2026	001-3120-0406-0000	11056723	
05/06-06/05> G Hutch	Phase 2 - Basic Course - G Hutchins, E Lavare	500.00	05/26/2026	001-3120-0406-0000	11056723	
	Check Total:	1,000.00				
Vendor: 3043	Plattsburgh YMCA			Check Sequence: 27		ACH Enabled: False
1	Lifeguard Recertification Courses	425.00	05/26/2026	001-7180-0406-0000	11056733	
1	Lifeguard Recertification Courses	575.00	05/26/2026	001-7180-0400-0000	11056733	
	Check Total:	1,000.00				
Vendor: 1834	PRIMO BRANDS			Check Sequence: 28		ACH Enabled: False
06E870019957	Potable Drinking Water Service- ACCT #874001	69.45	05/26/2026	005-8130-0400-0000	11056727	
	Check Total:	69.45				
Vendor: 2024	QUILL CORPORATION			Check Sequence: 29		ACH Enabled: False
48774784	Office Supplies	43.55	05/26/2026	005-8110-0401-0000	11056728	
48774784	Office Supplies	44.87	05/26/2026	001-1610-0401-0000	11056728	
48774784	Office Supplies	43.55	05/26/2026	004-8310-0401-0000	11056728	
48774784	Toilet paper, wire organizer	42.88	05/26/2026	001-7260-0401-0000	11056728	
	Check Total:	174.85				
Vendor: 4066	RR CHARLEBOIS, INC.			Check Sequence: 30		ACH Enabled: False
IV81630	115v Diesel Pump, Red LED Light- Pispah Tank	18.62	05/26/2026	001-3410-0408-0000	11056748	
IV81630	115v Diesel Pump, Red LED Light- Pispah Tank	724.50	05/26/2026	001-7260-0410-0000	11056748	
	Check Total:	743.12				
Vendor: 3442	SARATOGA CLEANERS @ WARRENSBURG LAUNDRY			Check Sequence: 31		ACH Enabled: False
1066	PD Laundry Services - April 2026	18.00	05/26/2026	001-3120-0400-0000	11056737	
1255	PD Laundry Services - April 2026	46.00	05/26/2026	001-3120-0400-0000	11056737	
1342	PD Laundry Services - April 2026	12.50	05/26/2026	001-3120-0400-0000	11056737	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
1382	PD Laundry Services - April 2026	8.00	05/26/2026	001-3120-0400-0000	11056737	
	Check Total:	84.50				
Vendor: 172	SHARE CORPORATION			Check Sequence: 32		ACH Enabled: False
338330	Apple Floor Cleaner	296.90	05/26/2026	005-8130-0407-0000	11056725	
	Check Total:	296.90				
Vendor: 367	SL VOLUNTEER FIRE DEPARTMENT			Check Sequence: 33		ACH Enabled: False
APRIL	2026 Fire Contract - April Installment	46,100.00	05/26/2026	001-3410-0401-3410	11056742	
	Check Total:	46,100.00				
Vendor: 1539	SLACK CHEMICAL CO, INC			Check Sequence: 34		ACH Enabled: False
501271	Annual supply of Sodium Hypochlorite for Disin	1,270.94	05/26/2026	004-8330-0401-0000	11056724	
	Check Total:	1,270.94				
Vendor: 1058	SMPR TITLE AGENCY, INC			Check Sequence: 35		ACH Enabled: False
S-91613	Legal Searches - Code Enforcement	205.00	05/26/2026	001-3620-0400-0000	11056720	
S-91614	Legal Searches - Code Enforcement	305.00	05/26/2026	001-3620-0400-0000	11056720	
	Check Total:	510.00				
Vendor: 346	SPRINGBROOK HOLDING CO LLC			Check Sequence: 36		ACH Enabled: False
INV-023961	CivicPay/MuniciPay Transaction Fees - April 20	100.98	05/26/2026	004-8310-0400-0000	11056739	
INV-023961	CivicPay/MuniciPay Transaction Fees - April 20	104.04	05/26/2026	001-1680-0400-0000	11056739	
INV-023961	CivicPay/MuniciPay Transaction Fees - April 20	100.98	05/26/2026	005-8110-0400-0000	11056739	
	Check Total:	306.00				
Vendor: 4852	TAYLOR RENTAL CENTER			Check Sequence: 37		ACH Enabled: False
12148/2	Blanket PO - April 2026	160.48	05/26/2026	001-7260-0401-0000	11056749	
12148/2	Blanket PO - April 2026	160.49	05/26/2026	001-7110-0401-0000	11056749	
12154/2	Blanket PO - April 2026	24.99	05/26/2026	001-7110-0401-0000	11056749	
12154/2	Blanket PO - April 2026	25.00	05/26/2026	001-7260-0401-0000	11056749	
12164/2	Blanket PO - April 2026	29.96	05/26/2026	001-7260-0401-0000	11056749	
12166/2	Blanket PO - April 2026	18.97	05/26/2026	001-8170-0408-0000	11056749	
12167/2	Blanket PO - April 2026	44.94	05/26/2026	001-7260-0401-0000	11056749	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
12170/2	Blanket PO - April 2026	63.92	05/26/2026	001-7550-0401-0000	11056749	
12178/2	Blanket PO - April 2026	179.99	05/26/2026	001-7260-0401-0000	11056749	
12179/2	Blanket PO - April 2026	-127.00	05/26/2026	001-7260-0401-0000	11056749	
12191/2	Blanket PO - April 2026	65.98	05/26/2026	001-7110-0408-0000	11056749	
12194/2	Blanket PO - April 2026	239.98	05/26/2026	005-8120-0401-0000	11056749	
12232/2	Blanket PO - April 2026	38.99	05/26/2026	001-8170-0408-0000	11056749	
12234/2	Blanket PO - April 2026	25.98	05/26/2026	001-7260-0401-0000	11056749	
12253/2	Blanket PO - April 2026	15.98	05/26/2026	001-7260-0401-0000	11056749	
12253/2	Blanket PO - April 2026	15.98	05/26/2026	001-7110-0401-0000	11056749	
12254/2	Blanket PO - April 2026	66.99	05/26/2026	005-8130-0408-0000	11056749	
85871/2	1 3/4 SDS Max, M18 12.0 Forge Batter	1,465.74	05/26/2026	001-5110-0401-0000	11056749	
86725/2	Blanket PO - April 2026	368.27	05/26/2026	001-7110-0401-0000	11056749	
86725/2	Blanket PO - April 2026	368.27	05/26/2026	001-7180-0401-0000	11056749	
86725/2	Blanket PO - April 2026	379.43	05/26/2026	001-7260-0401-0000	11056749	
K12231/2	Blanket PO - April 2026	62.99	05/26/2026	001-7110-0408-0000	11056749	
	Check Total:	3,696.32				
Vendor: 3687	THE GAZETTE			Check Sequence: 38		ACH Enabled: False
2DAA3AE4-0164	Public Notices - Finance Committee Meetings	33.50	05/26/2026	001-1325-0400-0000	11056743	
2DAA3AE4-0165	Public Notices - Finance Committee Meetings	34.17	05/26/2026	001-1325-0400-0000	11056743	
	Check Total:	67.67				
Vendor: 2277	ULINE			Check Sequence: 39		ACH Enabled: False
207712705	Cotton-tipped applicators	55.50	05/26/2026	001-3120-0200-0000	11056730	
	Check Total:	55.50				
Vendor: 393	UNIFIRST CORPORATION			Check Sequence: 40		ACH Enabled: False
1120266268	Yearly Contract for Uniform Service	11.19	05/26/2026	004-1640-0400-0000	11056747	
1120266268	Yearly Contract for Uniform Service	11.53	05/26/2026	001-1640-0400-0000	11056747	
1120266268	Yearly Contract for Uniform Service	11.19	05/26/2026	005-1640-0400-0000	11056747	
1120267246	Yearly Contract for Uniform Service	11.19	05/26/2026	005-1640-0400-0000	11056747	
1120267246	Yearly Contract for Uniform Service	11.19	05/26/2026	004-1640-0400-0000	11056747	
1120267246	Yearly Contract for Uniform Service	11.53	05/26/2026	001-1640-0400-0000	11056747	
1120268248	Yearly Contract for Uniform Service	11.58	05/26/2026	005-1640-0400-0000	11056747	

Invoice No	Description	Amount	Pmt Date	Acct Number	Voucher No	Reference
1120268248	Yearly Contract for Uniform Service	11.93	05/26/2026	001-1640-0400-0000	11056747	
1120268248	Yearly Contract for Uniform Service	11.58	05/26/2026	004-1640-0400-0000	11056747	
	Check Total:	102.91				
Vendor: 323	Verizon			Check Sequence: 41		ACH Enabled: False
626000082776	Monthly subscription for GPS & Cameras	229.60	05/26/2026	001-3120-0402-0000	11056735	
	Check Total:	229.60				
Vendor: 3711	WOODS & WATERS			Check Sequence: 42		ACH Enabled: False
101801	LED Flashlight, Field Pistol Cleaning Kit	77.97	05/26/2026	001-3120-0401-0000	11056744	
	Check Total:	77.97				
	Total for Check Run:	144,871.70				
	Total of Number of Checks:	42				

Accounts Payable

Voucher Approval List

User: accountspayable@saranalakeny.gov
 Printed: 05/19/2026 - 1:01PM
 Batch: 00005.05.2026 - Vouchers 2026-05-26



Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056757	0644	Adirondack Lakes Marine Contracting Ltd.	Down payment for Caissons, I-beam	001-7260-0401-0000	8,900.00
Warrant Total:					8,900.00
11056736	14029	ADIRONDACK TECHS. LLC	Monthly Services - May 2026	004-8310-0400-0000	726.00
11056736	14029	ADIRONDACK TECHS. LLC	Monthly Services - May 2026	005-8110-0400-0000	726.00
11056736	14029	ADIRONDACK TECHS. LLC	Monthly Services - May 2026	001-1680-0400-0000	748.00
11056736	14051	ADIRONDACK TECHS. LLC	Recurring Monthly Hosted Services - May 2026	004-8310-0400-0000	497.56
11056736	14051	ADIRONDACK TECHS. LLC	Recurring Monthly Hosted Services - May 2026	005-8110-0400-0000	497.56
11056736	14051	ADIRONDACK TECHS. LLC	Recurring Monthly Hosted Services - May 2026	001-1680-0400-0000	512.63
Warrant Total:					3,707.75
11056753	360580	APPLIED SPECIALTIES INC.	Annual Polymer (used for dewater/settling of sludge)	005-8130-0401-0000	9,810.99
Warrant Total:					9,810.99
11056751	IN26-144-01	AQUALOGICS	PT40 Gage Pressure transmitters	004-8320-0410-0000	2,842.25
Warrant Total:					2,842.25
11056759	829009	BADGE & WALLET	Nametags, Badges, Collar Brass	001-3120-0401-0000	985.75
Warrant Total:					985.75
11056731	396308	BELSON OUTDOORS	Replacement mallets for instrument in Carousel Park	001-7110-0401-0000	248.37
Warrant Total:					248.37
11056732	INV000353021	CAMPBELL SCIENTIFIC INC.	Boothe River Park project	250-8662-0414-0000	4,331.49
Warrant Total:					4,331.49
11056758	107-2026	CAN-AM RUGBY TOURNAMENT	Can-Am Tournament 2026 Contribution	001-6410-0400-0000	20,000.00
Warrant Total:					20,000.00
11056755	20105546	CFSWMA	Disposal of Grit Screenings/Sludge from WWTP	005-8130-0400-0000	148.00
11056755	40125127	CFSWMA	BLANKET PO - TRASH DISPOSAL	001-8160-0400-0000	161.50

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056755	40125662	CFSWMA	Solid Waste Dump Ticket - Pisgah	001-7260-0400-0000	53.50
11056755	40126006	CFSWMA	BLANKET PO - TRASH DISPOSAL	001-8160-0400-0000	148.00
11056755	40126139	CFSWMA	BLANKET PO - TRASH DISPOSAL	001-8160-0400-0000	47.00
11056755	40126175	CFSWMA	Solid Waste Dump Ticket - 33 Petrova/Hot House	001-1989-0407-0000	148.00
11056755	40126176	CFSWMA	Solid Waste Dump Ticket - 33 Petrova/Hot House	001-1989-0407-0000	53.50
11056755	40126206	CFSWMA	Solid Waste Dump Ticket - 33 Petrova/Hot House	001-1989-0407-0000	148.00
11056755	40126208	CFSWMA	BLANKET PO - TRASH DISPOSAL	001-8160-0400-0000	67.50
11056755	40126224	CFSWMA	Solid Waste Dump Ticket - 33 Petrova/Hot House	001-1989-0407-0000	148.00
11056755	40126238	CFSWMA	Solid Waste Dump Ticket - 33 Petrova/Hot House	001-1989-0407-0000	148.00
11056755	40126259	CFSWMA	BLANKET PO - TRASH DISPOSAL	001-8160-0400-0000	150.80
11056755	40126619	CFSWMA	BLANKET PO - TRASH DISPOSAL	001-8160-0400-0000	27.00
Warrant Total:					1,448.80
11056721	66517	COMPASS PRINTING PLUS	2026 Tax Inserts - 1500	001-1610-0401-0000	122.00
11056721	66553	COMPASS PRINTING PLUS	2026-27 Village Budget Books	001-1610-0401-0000	312.00
11056721	66582	COMPASS PRINTING PLUS	Capital Improvement Plan Booklets	001-1610-0401-0000	82.92
11056721	66587	COMPASS PRINTING PLUS	Vehicle Check List pads - Central Garage	001-5142-0408-0000	182.00
11056721	66587	COMPASS PRINTING PLUS	Vehicle Check List pads - Central Garage	001-5110-0408-0000	182.00
Warrant Total:					880.92
11056740	970068521	CUES INC.	Repairs to Cues Mainline Sewer camera	005-8120-0200-0000	5,282.63
Warrant Total:					5,282.63
11056729	35059	CYCLOPS PROCESS EQUIPMENT	Walchem Part # FCP-1VC Posiflow Sensor	004-8320-0410-0000	421.66
Warrant Total:					421.66
11056754	134022	DUSTIN MARTIN	MSHA Training-reimbursement for meal	001-5110-0406-0000	83.97
11056754	811432	DUSTIN MARTIN	MSHA Training-reimbursement for meal	001-5110-0406-0000	7.77
Warrant Total:					91.74
11056741	575451	ENDYNE INC.	SPEDES Required Testing @ WWTP (lab testing)	005-8130-0400-0000	111.00
11056741	575704	ENDYNE INC.	SPEDES Required Testing @ WWTP (lab testing)	005-8130-0400-0000	45.00
11056741	575852	ENDYNE INC.	Raw & Purification Water Testing @ Water Treatment Plant	004-8330-0400-0000	50.00
11056741	575973	ENDYNE INC.	SPEDES Required Testing @ WWTP (lab testing)	005-8130-0400-0000	490.00
11056741	576216	ENDYNE INC.	SPEDES Required Testing @ WWTP (lab testing)	005-8130-0400-0000	111.00
11056741	576348	ENDYNE INC.	SPEDES Required Testing @ WWTP (lab testing)	005-8130-0400-0000	131.00
11056741	576434	ENDYNE INC.	SPEDES Required Testing @ WWTP (lab testing)	005-8130-0400-0000	45.00
11056741	576673	ENDYNE INC.	Raw & Purification Water Testing @ Water Treatment Plant	004-8330-0400-0000	50.00

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
Warrant Total:					1,033.00
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	250-8662-0414-0000	943.29
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-8170-0408-0000	599.58
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Amazon order- Heavy duty flag pole kit	001-3120-0401-0000	110.19
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	005-8130-0401-0000	5.49
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	004-8310-0400-0000	31.66
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-3120-0406-0000	686.76
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-1230-0400-0000	38.00
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-3620-0400-0000	15.00
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-8620-0401-0000	568.33
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	005-8110-0400-0000	31.66
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-7260-0401-0000	22.31
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-7110-0401-0000	171.34
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-1610-0401-0000	37.21
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-1210-0400-0000	80.85
11056746	7965	FIRST NATIONAL BANK OF OMAHA	Credit card purchases through 05/13/26	001-1680-0400-0000	38.37
Warrant Total:					3,380.04
11056752	35510011	FORT ORANGE PRESS, INC.	2026 Village Election Ballots	001-1450-0401-0000	1,503.39
Warrant Total:					1,503.39
11056745	2026	FRANKLIN COUNTY TOWN HIGHWAY SUPER	2026 Highway Superintendent Dues	001-1490-0400-0000	100.00
Warrant Total:					100.00
11056734	2348800	INTERSTATE BILLING SVC INC	Throttle Foot kit	001-5142-0408-0000	349.33
Warrant Total:					349.33
11056738	305697	LABELLA ASSOCIATES, DPC	Prof. Services- Baldwin Park (LEAF Grant)	140-7110-0200-0000	892.50
11056738	305380	LABELLA ASSOCIATES, DPC	Project 2222500: Application Review Services	001-8620-0400-0000	715.00
Warrant Total:					1,607.50
11056750	F5140588	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-8130-0404-0000	165.29
11056750	F5140588	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-5132-0404-0000	170.30
11056750	F5140588	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-8320-0404-0000	165.29
11056750	F5140589	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-1640-0404-0000	84.31
11056750	F5140589	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-1640-0404-0000	81.83
11056750	F5140589	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-1640-0404-0000	81.83

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056750	F5140590	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-3410-0404-0000	343.20
11056750	F5140637	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-3120-0404-0000	948.45
11056750	F5140837	MX FUELS & PROPANE	Diesel - April 2026	001-8170-0409-0000	115.59
11056750	F5140837	MX FUELS & PROPANE	Diesel - April 2026	001-1640-0409-0000	92.11
11056750	F5140837	MX FUELS & PROPANE	Diesel - April 2026	004-1640-0409-0000	89.39
11056750	F5140837	MX FUELS & PROPANE	Diesel - April 2026	005-1640-0409-0000	89.39
11056750	F5140838	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-5132-0404-0000	174.79
11056750	F5140838	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-8320-0404-0000	169.64
11056750	F5140838	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-8130-0404-0000	169.64
11056750	F5140839	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-1640-0404-0000	62.41
11056750	F5140839	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-1640-0404-0000	60.56
11056750	F5140839	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-1640-0404-0000	60.56
11056750	F5140840	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-3410-0404-0000	352.73
11056750	F5141068	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-1989-0404-0000	1,466.74
11056750	F5141132	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-7260-0409-0000	1,533.89
11056750	F5141163	MX FUELS & PROPANE	Diesel - April 2026	001-8160-0409-0000	88.61
11056750	F5141163	MX FUELS & PROPANE	Diesel - April 2026	001-8170-0409-0000	177.15
11056750	F5141163	MX FUELS & PROPANE	Diesel - April 2026	005-8120-0409-0000	261.06
11056750	F5141163	MX FUELS & PROPANE	Diesel - April 2026	001-3410-0409-0000	349.76
11056750	F5141183	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-5132-0404-0000	53.20
11056750	F5141183	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-8130-0404-0000	51.65
11056750	F5141183	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-8320-0404-0000	51.65
11056750	F5141184	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-1640-0404-0000	25.51
11056750	F5141184	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-1640-0404-0000	24.77
11056750	F5141184	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-1640-0404-0000	24.77
11056750	F5141186	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-3410-0404-0000	236.24
11056750	F5141281	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-1620-0404-0000	1,114.10
11056750	F5141444	MX FUELS & PROPANE	Diesel - April 2026	001-5110-0409-0000	1,353.08
11056750	F5141444	MX FUELS & PROPANE	Diesel - April 2026	005-8120-0409-0000	232.12
11056750	F5141712	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-8320-0404-0000	1,383.01
11056750	F5141734	MX FUELS & PROPANE	Diesel - April 2026	001-5110-0409-0000	2,014.66
11056750	F5141741	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-5132-0404-0000	154.15
11056750	F5141741	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-8130-0404-0000	149.61
11056750	F5141741	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-8320-0404-0000	149.61
11056750	F5141742	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	001-1640-0404-0000	51.68
11056750	F5141742	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	005-1640-0404-0000	50.16
11056750	F5141742	MX FUELS & PROPANE	Fuel Oil/Propane - April 2026	004-1640-0404-0000	50.16

Warrant Total: 14,524.65

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056722	04237-40103	NATIONAL GRID	Electric Bills	001-7140-0403-0000	38.07
11056722	08917-01009	NATIONAL GRID	Electric Bills	001-5142-0403-0000	26.51
11056722	17651-41107	NATIONAL GRID	Electric Bills	001-7180-0403-0000	32.54
11056722	17851-41103	NATIONAL GRID	Electric Bills	001-7180-0403-0000	28.99
11056722	19451-41114	NATIONAL GRID	Electric Bills	005-8120-0403-0000	298.27
11056722	23199-57118	NATIONAL GRID	Electric Bills	004-8320-0403-0000	244.70
11056722	37630-63022	NATIONAL GRID	Electric Bills	001-5182-0403-0000	26.66
11056722	42515-08008	NATIONAL GRID	Electric Bills	001-1620-0403-0000	1,046.42
11056722	47449-14103	NATIONAL GRID	Electric Bills	001-5650-0403-0000	50.22
11056722	48563-40106	NATIONAL GRID	Electric Bills	001-3410-0403-0000	495.35
11056722	50163-40127	NATIONAL GRID	Electric Bills	001-5132-0403-0000	25.11
11056722	51399-57113	NATIONAL GRID	Electric Bills	001-1989-0403-0000	447.23
11056722	52651-39110	NATIONAL GRID	Electric Bills	001-7260-0403-0000	508.71
11056722	55249-14104	NATIONAL GRID	Electric Bills	001-7110-0403-0000	29.72
11056722	65913-76006	NATIONAL GRID	Electric Bills	001-7181-0403-0000	27.98
Warrant Total:					3,326.48
11056723	05/06-06/05> E Lavare	PACES 237	Phase 2 - Basic Course - G Hutchins, E Lavare	001-3120-0406-0000	500.00
11056723	05/06-06/05> G Hutchins	PACES 237	Phase 2 - Basic Course - G Hutchins, E Lavare	001-3120-0406-0000	500.00
Warrant Total:					1,000.00
11056733	1	Plattsburgh YMCA	Lifeguard Recertification Courses	001-7180-0400-0000	575.00
11056733	1	Plattsburgh YMCA	Lifeguard Recertification Courses	001-7180-0406-0000	425.00
Warrant Total:					1,000.00
11056727	06E870019957	PRIMO BRANDS	Potable Drinking Water Service- ACCT #8740019957	005-8130-0400-0000	69.45
Warrant Total:					69.45
11056728	48774784	QUILL CORPORATION	Office Supplies	001-1610-0401-0000	44.87
11056728	48774784	QUILL CORPORATION	Toilet paper, wire organizer	001-7260-0401-0000	42.88
11056728	48774784	QUILL CORPORATION	Office Supplies	004-8310-0401-0000	43.55
11056728	48774784	QUILL CORPORATION	Office Supplies	005-8110-0401-0000	43.55
Warrant Total:					174.85
11056756	111-3414313-1117045	Richard Hewitt	Boot Reimbursement	001-7110-0400-0000	52.00
11056756	111-3414313-1117045	Richard Hewitt	Boot Reimbursement	001-7260-0400-0000	52.00
Warrant Total:					104.00

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056748	IV81630	RR CHARLEBOIS, INC.	115v Diesel Pump, Red LED Light- Pisgah Tank, 2016 Tanker	001-3410-0408-0000	18.62
11056748	IV81630	RR CHARLEBOIS, INC.	115v Diesel Pump, Red LED Light- Pisgah Tank, 2016 Tanker	001-7260-0410-0000	724.50
Warrant Total:					743.12
11056737	1066	SARATOGA CLEANERS @ WARRENSBURG LA	PD Laundry Services - April 2026	001-3120-0400-0000	18.00
11056737	1255	SARATOGA CLEANERS @ WARRENSBURG LA	PD Laundry Services - April 2026	001-3120-0400-0000	46.00
11056737	1342	SARATOGA CLEANERS @ WARRENSBURG LA	PD Laundry Services - April 2026	001-3120-0400-0000	12.50
11056737	1382	SARATOGA CLEANERS @ WARRENSBURG LA	PD Laundry Services - April 2026	001-3120-0400-0000	8.00
Warrant Total:					84.50
11056725	338330	SHARE CORPORATION	Apple Floor Cleaner	005-8130-0407-0000	296.90
Warrant Total:					296.90
11056742	APRIL	SL VOLUNTEER FIRE DEPARTMENT	2026 Fire Contract - April Installment	001-3410-0401-3410	46,100.00
Warrant Total:					46,100.00
11056724	501271	SLACK CHEMICAL CO, INC	Annual supply of Sodium Hypochlorite for Disinfection of Water S	004-8330-0401-0000	1,270.94
Warrant Total:					1,270.94
11056720	S-91613	SMPR TITLE AGENCY, INC	Legal Searches - Code Enforcement	001-3620-0400-0000	205.00
11056720	S-91614	SMPR TITLE AGENCY, INC	Legal Searches - Code Enforcement	001-3620-0400-0000	305.00
Warrant Total:					510.00
11056739	INV-023961	SPRINGBROOK HOLDING CO LLC	CivicPay/MuniciPay Transaction Fees - April 2026	005-8110-0400-0000	100.98
11056739	INV-023961	SPRINGBROOK HOLDING CO LLC	CivicPay/MuniciPay Transaction Fees - April 2026	001-1680-0400-0000	104.04
11056739	INV-023961	SPRINGBROOK HOLDING CO LLC	CivicPay/MuniciPay Transaction Fees - April 2026	004-8310-0400-0000	100.98
Warrant Total:					306.00
11056749	12148/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	160.48
11056749	12148/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7110-0401-0000	160.49
11056749	12154/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	25.00
11056749	12154/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7110-0401-0000	24.99
11056749	12164/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	29.96
11056749	12166/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-8170-0408-0000	18.97
11056749	12167/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	44.94
11056749	12170/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7550-0401-0000	63.92
11056749	12178/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	179.99
11056749	12179/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	-127.00

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056749	12191/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7110-0408-0000	65.98
11056749	12194/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	005-8120-0401-0000	239.98
11056749	12232/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-8170-0408-0000	38.99
11056749	12234/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	25.98
11056749	12253/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	15.98
11056749	12253/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7110-0401-0000	15.98
11056749	12254/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	005-8130-0408-0000	66.99
11056749	85871/2	TAYLOR RENTAL CENTER	1 3/4 SDS Max, M18 12.0 Forge Batter	001-5110-0401-0000	1,465.74
11056749	86725/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7180-0401-0000	368.27
11056749	86725/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7110-0401-0000	368.27
11056749	86725/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7260-0401-0000	379.43
11056749	K12231/2	TAYLOR RENTAL CENTER	Blanket PO - April 2026	001-7110-0408-0000	62.99
Warrant Total:					3,696.32
11056743	2DAA3AE4-0164	THE GAZETTE	Public Notices - Finance Committee Meetings	001-1325-0400-0000	33.50
11056743	2DAA3AE4-0165	THE GAZETTE	Public Notices - Finance Committee Meetings	001-1325-0400-0000	34.17
Warrant Total:					67.67
11056730	207712705	ULINE	Cotton-tipped applicators	001-3120-0200-0000	55.50
Warrant Total:					55.50
11056747	1120266268	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	004-1640-0400-0000	11.19
11056747	1120266268	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	005-1640-0400-0000	11.19
11056747	1120266268	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	001-1640-0400-0000	11.53
11056747	1120267246	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	005-1640-0400-0000	11.19
11056747	1120267246	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	004-1640-0400-0000	11.19
11056747	1120267246	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	001-1640-0400-0000	11.53
11056747	1120268248	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	004-1640-0400-0000	11.58
11056747	1120268248	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	001-1640-0400-0000	11.93
11056747	1120268248	UNIFIRST CORPORATION	Yearly Contract for Uniform Service	005-1640-0400-0000	11.58
Warrant Total:					102.91
11056735	626000082776	Verizon	Monthly subscription for GPS & Cameras	001-3120-0402-0000	229.60
Warrant Total:					229.60
11056744	101801	WOODS & WATERS	LED Flashlight, Field Pistol Cleaning Kit	001-3120-0401-0000	77.97
Warrant Total:					77.97

Voucher No.	Invoice Number	Vendor	Description	Account Number	Amount
11056726	1205763	YSI, INC.	Boothe River Park Project-Stream gauging station equip.	250-8662-0414-0000	4,055.50
11056726	1205934	YSI, INC.	Boothe River Park Project-Stream gauging station equip.	250-8662-0414-0000	149.73
Warrant Total:					4,205.23
Report Total:					144,871.70

Accounts Payable

Voucher Approval Document



User: accountspayable@saranaclakeny.gov
Printed: 05/19/2026 - 1:01 PM
Date Type:
Batch: 00005.05.2026 - Vouchers 2026-05-26
Voucher From & To:
Date From & To:
Batch: AP5 00005.05.2026

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	106,038.53
004	WATER FUND	8,539.17
005	SEWER FUND	19,921.49
140	PARKS AND TREES	892.50
250	DRI PROJECTS	9,480.01
Report Total:		144,871.70

VILLAGE BOARD REGULAR MEETING

Monday, May 11, 2026

5:30 PM – 7:45 PM

Meeting was held in person at the Village Offices, 39 Main Street, Saranac Lake, NY 12983

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Brunette present; Trustee Evans present; Trustee Ryan present; Trustee Trudeau present; Trustee White present.

Staff Present: Village Manager: Bachana Tsiklauri, Deputy Clerk Treasurer: Brandee Reiley, Code Enforcement Officer: Zach Peltier, Chief Operator Water/WWTP: Dave Lewis, Superintendent of Public Works: Dustin Martin

AUDITING:

Chair Mayor Brunette called for a motion to approve payment of vouchers. Complete details of these vouchers are attached and made part of these minutes.

Motion: Evans Second: Trudeau

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

APPROVAL OF MINUTES:

Chair Mayor Brunette called for a motion to approve the minutes from April 27, 2026.

Motion: White Second: Ryan

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

SPECIAL GUEST: Mike Drew Foreman, the Loft Apartments, Saranac Lake

PUBLIC HEARING: Village Code Amendment to Sewer § 221-25

Chair Mayor Brunette called for a motion.

Motion: White Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

CLOSE PUBLIC HEARING: Village Code Amendment to Sewer § 221-25

Chair Mayor Brunette called for a motion.

Motion: White Second: Trudeau

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

PUBLIC HEARING: Volunteer Fire Contract

Chair Mayor Brunette called for a motion.

Motion: _____ Second: _____

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

CLOSE PUBLIC HEARING: Volunteer Fire Contract

Chair Mayor Brunette called for a motion.

Motion: White Second: Trudeau

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

PUBLIC COMMENT:

Cameron Moody – Can-Am Rugby, requested continued Village funding support for Can-Am Rugby. Highlighted the free, family-friendly Riverside Park carnival and economic impact of the tournament

Matt Dorian – North Country Sports Council, estimated Can-Am Rugby generates \$6 million in regional economic impact. Encouraged stronger tourism funding and reinvestment of bed tax revenue into major events

Jennifer Mott – Can-Am Rugby Board Member, shared business community support for the tournament through a letter from Johnny Williams. Emphasized family-oriented atmosphere and economic benefits to local businesses and hotels

Eric Wilson – Good Guy Productions, highlighted family-focused carnival programming and community engagement. Noted tournament supports local businesses through advertising, livestreams, and tourism exposure.

Joe Schoemaker – Franklin County Legislator, confirmed the significant economic impact of the tournament on the region. Supported continued funding efforts to help retain the event locally.

Vito – Northern Forest Canoe Trail, proposed renaming “Riverfront Park” to “Paddler’s Park”. Highlighted the park’s strong connection to paddling events and recreation activities.

ITEMS FOR BOARD ACTION:

Bill 99-2026 Adopt Amendment to the Village Code Sewer § 221-25

A copy of the amendment is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Evans Second: Ryan

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 100-2026 Approve 2026 Volunteer Fire Contract

A copy of the contract is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Trudeau Second: Ryan

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 101-2026 Authorize an Increase in the Septage Rates

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: White Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 102-2026 Authorize the Village as Lead Agency for SEQR

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: Trudeau

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 103-2026 Authorize Overnight Travel for Mechanics

A copy of the request is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 104-2026 Authorize SDA to Apply for Cybersecurity Grant for Wastewater Treatment Plant

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Trudeau Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 105-2026 Approve Development Board Appointments

A copy of the appointments is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: White Second: Trudeau

Roll Call: Ryan no; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 106-2026 Authorize the Transfer from Contingency Accounts and Inter-Funds

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: White

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 107-2026 Can-Am Rugby Tournament Funding Request

A copy of the request is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: Evans

Motion to Amend: Ryan Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 108-2026 Authorize Emergency Water & Sewer Grant and Loan Program

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: White Second: Evans

Roll Call: Ryan no; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 109-2026 Organization of Advisory Boards, Committees and Task Forces

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: White

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 110-2026 Establish Housing Advisory Board

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: White

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 111-2026 Resolution to Authorize Dissolution of Committees

A copy of the resolution is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: White Second: Ryan

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 112-2026 Resolution to Accept Asphalt Milling Bid

A copy of the bid award is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: White Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 113-2026 Resolution to Accept Paving Bid

A copy of the bid award is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: White Second: Ryan

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Bill 114-2026 Resolution to Accept Curb and Sidewalk Bid

A copy of the bid award is attached and made part of these minutes.

Chair Mayor Brunette called for a motion.

Motion: Evans Second: Trudeau

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

BOARD DISCUSSION:

- a. 87-2026 Amend Employee Handbook

- Updates to the Employee Handbook, including policy revisions and administrative changes related to personnel procedures and workplace standards.
- b. The Village's insurance coverage fiscal year begins on June 1
 - Village insurance renewal timeline and discussed ensuring coverage and budgeting align with the June 1 fiscal year start date.
- c. Discussion on implementation and meeting schedule of the Finance Committee
 - Establishing regular Finance Committee meetings and refining procedures for financial oversight, purchasing approvals, and budget review processes
- d. Update on current RFP/RFQ requests
 - Updates on active RFP/RFQ processes and ongoing efforts related to project planning, professional services, and procurement activities.
- e. Discussion on potential renaming of Riverfront Park to Paddler's Park
 - PTAB proposal to rename Riverfront Park to "Paddler's Park" to better reflect its connection to paddling events and waterfront recreation.
- f. Work Session Public Safety Building project
 - Discussion on the Public Safety Building project, including consideration of project direction, community input, cost, and evaluation of potential solutions and next steps.

PUBLIC COMMENT:

Dave Lewis, Chief Operator Water/WWTP, raised concerns that requiring Finance Committee approval for all purchases over \$2,500 slows operations and delays routine work. Emphasized the need for more flexibility and efficiency for departments handling day-to-day operational purchases

Dustin Martin, Superintendent of Public Works, explained that the approval threshold creates challenges responding quickly to operational and infrastructure needs. Noted delays can impact timely maintenance, repairs, and department workflow efficiency.

EXECUTIVE SESSION: discussions regarding proposed, pending or current litigation

Motion: White Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

Motion to Exit Executive Session: Evans Second: Trudeau

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

MOTION TO ADJOURN:

Chair Mayor Brunette called for a motion.

Motion: Trudeau Second: Evans

Roll Call: Ryan yes; White yes; Evans yes; Trudeau yes; Brunette yes;

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

BILL #99-2026

SUBJECT: Adopt Village Code Sewer § 221-25

FOR AGENDA: 5/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 4/27/2026

Resolution to adopt amendments to the Village of Saranac Lake Code

MOVED BY: Evans SECONDED BY: Ryan

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

RESOLUTION TO AMEND VILLAGE CODE § 221-25

WHEREAS, the Board of Trustees of the Village of Village of Saranac Lake has determined that it is in the best interests of the Village to consider an amendment to § 221-25 of the Village Code entitled "Discharge of stormwater; unpolluted drainage, controlled," and

WHEREAS, the proposed amendment would clarify the discharge of stormwater and unpolluted drainage and establish restrictions on discharging such drainage onto Village-owned streets and sidewalks without approval, as well as provide for penalties for violations. and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby amend § 221-25 of the Village Code, and

BE IT FURTHER RESOLVED that the proposed amendment would revise § 221-25 to read as follows:

- A. Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewer or storm sewer, or to a natural outlet approved by the Manager. It shall be unlawful to discharge any unpolluted drainage onto any Village-owned street or sidewalk without approval from the Village Manager. Industrial cooling water or unpolluted process waters may be discharged, on approval of the Manager, to a storm sewer, combined sewer, or natural outlet. Violations shall be subject to penalties of not less than \$100 and not more than \$500 per day."

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

BILL #100-2026

SUBJECT: Volunteer Fire Contract

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 04/27/2026

SLVFD Contract

MOVED BY: Trudeau SECONDED BY: Ryan

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>Yes</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

AGREEMENT

THIS AGREEMENT, made effective the ____ day of _____ 2026,

BETWEEN: VILLAGE OF SARANAC LAKE, INC.,

A municipal corporation duly organized and existing under the laws of the State of New York with principal offices located at 39 Main Street, Saranac Lake, New York, (hereinafter designated as the "Village")

and

SARANAC LAKE VOLUNTEER FIRE COMPANY, INC.,

a not-for-profit corporation duly organized and existing under the laws of the State of New York with principal offices located at Broadway, Saranac Lake, New York (hereinafter designated as the "Fire Company"). Contract to be in place and fully in effect from _____, 2026 to December 31st, 2026.

WITNESSETH:

WHEREAS, the Village maintains a Fire Department pursuant to the provisions of New York Village Law Article 10 for the purpose of providing and furnishing within the Village's corporate limits (a) fire protection and (b) emergency services, including but not limited to emergency rescue in cases of accidents, calamities, alarms of fire, personal injuries and other emergencies in connection with which the services of firemen and emergency rescue personnel would be required; and

WHEREAS, the Fire Company has heretofore been organized, established and incorporated with the approval of the Village's Board of Trustees pursuant to Village Law §10-1004 for the purpose of providing volunteer members to operate the Village's Fire Department and provide such fire protection and emergency services in accordance with and subject to the requirements of applicable State and Federal laws, rules and regulations, including but not limited to New York Village Law Article 10; and

WHEREAS, the Village annually appropriates funds in its municipal budget to finance the operations of its Fire Department; and

WHEREAS, there has been duly established in Franklin County Town of Harrietstown and in Essex County Towns of St. Armand and North Elba, Fire Protection Districts embracing territory in each said Town; and

WHEREAS, contracts with said Towns, and Trustees for their respective fire Protection Districts, have heretofore been entered into by the Village providing for said districts and the properties therein fire protection pursuant to General Municipal Law Article 10; and

WHEREAS, the Fire Company has approved and consented to said agreements; and

the Fire Company represents that its members are qualified, trained and capable of providing and furnishing such services and that the Fire Company and its members possess the leadership and professionalism necessary to properly and competently perform such services; and

WHEREAS, a public hearing has been held pursuant to Village Law 4-412(b) following proper notice as required thereby, and,

WHEREAS, the Village and the Fire Company desire to set forth their respective rights and responsibilities relative to the operation of the Village's Fire Department and the furnishing of (a) fire protection and emergency services within the corporate limits of the Village and (b) fire protection and emergency rescue in the town fire protection districts with which the Village contracts for such services.

NOW THEREFORE,

In consideration of the mutual terms, conditions and covenants herein, the receipt of good and valuable consideration, the receipt and sufficiency of which is acknowledged by both parties, the parties hereby agree as follows:

1. The monies required to be paid or expended by said Towns under the terms of the contracts with the Village shall be apportioned between the Village and the Fire Company as follows: The Village agrees to pay the Fire Company the annual sum of Ninety-two Thousand and Two hundred dollars (\$92,200.00) during the term of this contract. Said annual sum shall be paid in two equal installments with the first such installment being paid on April 1, and the second such installment being paid on October 1.
2. The Village does hereby engage and retain the Fire Company, and the Fire Company hereby agrees to provide all necessary qualified, trained and competent personnel, to furnish:

(a) Fire protection and emergency services (including but not limited to emergency rescue) within the corporate limits of the Village in cases of accidents, calamities, alarms of fire, personal injuries and other emergencies in connection with which the services of firemen, fire equipment, and emergency rescue personnel and equipment would be required; and

(b) Fire protection pursuant to Article 10 of the General Municipal Law to the town fire protection districts for which the Village has entered into a contract therefore and which

has been approved by the Fire Company pursuant to General Municipal Law §209-d, and/or

(c) Emergency rescue and first aid squad relief pursuant to General Municipal Law §209-b to the town fire protection districts for which the Village has entered into a contract therefore and which the Fire Company pursuant to General Municipal Law §209-d has approved.

3. In consideration of the services to be provided and furnished by the Fire Company, the Village agrees to:

(a) Provide suitable space in the Village's firehouse for the Fire Company and its members to use and occupy, and in which to store their own equipment, in connection with the fire company's performance of this agreement;

(b) Provide communications equipment and dispatching facilities;

(c) Provide and pay for the costs of insurance coverage as follows:

(1) Worker's compensation insurance for the members of the Fire Company and any other fire department personnel including but not limited to paid fire drivers;

(2) Public liability insurance insuring the Village and the Fire Company in an amount of not less than \$1 million dollars per occurrence, single limit for bodily injury or death and/or property damage;

(3) Fire, casualty and multi-peril insurance insuring the firehouse and all of the contents thereof owned by the Village.

(d) As part of the consideration paid by the Village to the Fire Company under this Agreement, in addition to the cash payment to be made, and in furtherance of a proper Village purpose, this Agreement includes the value of the Village providing regular maintenance and repairs to all fire department and Fire Company vehicles, apparatus and equipment including but not limited to annual hose testing, ladder testing, air pack servicing/inspection and extrication tools servicing/inspection.

4. In addition to the services to be provided and furnished by the Fire Company, the Fire Company agrees to:

(a) Provide the Village with a copy of the Fire Company's Federal tax return each year after the said return has been filed with the IRS;

(b) Provide, prepare, maintain and file all report forms and other documents required by State and/or Federal law, rule or regulation, as well as those customarily kept by municipal fire departments in the State of New York and as requested by the Village;

(c) Provide qualified, competent, trained and experienced personnel to perform and furnish the services required of the Fire Company under this agreement;

(d) Comply with and abide by all lawful rules, regulations and directives of the Village's Board of Trustees, so long as said rules, regulations and directives do not directly contradict the Fire Company's certificate of incorporation or its by-laws;

(e) Comply with and abide by all applicable State and Federal laws, rules and regulations governing the performance and rendition of the services to be furnished under this agreement subject to funding by the Village.

(f) Obtain and keep in full force and effect any and all licenses, permits and certificates required by any government authority having jurisdiction over the rendition and performance of the services to be furnished by the Fire Company under this agreement; and

(g) Promptly advise the Village of all damages to property of the Village or of others, or of injuries incurred by persons (including but not limited to members of the Fire Company), in any manner relating, either directly or indirectly to the performance of this agreement.

5. All policies of insurance to be provided by the Village and/or the Fire Company shall provide that the same may not be cancelled except upon twenty (20) days prior written notice to the Village and Fire Company. The Village shall provide written proof of such insurance to the Fire Company at the time of the execution of this agreement, and whenever such insurance coverage are renewed during the term of this agreement.
6. It is understood and agreed that ownership in and title to any equipment, supplies, materials, vehicles, apparatus, appliances, goods and/or other personal or real property purchased or otherwise acquired with Village funds shall be with and remain with the Village and the Fire Company shall make no claim of any kind or nature therein or thereto. It is understood and agreed that ownership in and title to any equipment, supplies, materials, vehicles, apparatus, appliances, goods and/or other personal or real property purchased or otherwise acquired with Fire Company funds, including funds paid to the Fire Company by the Village pursuant to paragraph 1(a) of this Agreement, shall be with and remain with the Fire Company and the Village shall make no claim of any kind or nature therein or thereto.
7. This agreement shall expire at the end of the day of December 31, 2025.
8. This agreement may be terminated without cause by either party upon 180 days prior written notice. In the event this agreement is terminated by either party, and the Village has paid monies to the Fire Company pursuant to paragraph 1 above, the

Fire Company shall promptly refund the remaining monies to the Village. To arrive at the refund amount, a proration shall be used based on the termination date and the number of days remaining in the payment period as described in paragraph 1 above.

9. The Fire Company and its members, while engaged in the performance of their duties in providing the services to town fire protection districts, shall have the same rights, privileges, and immunities as if performing the same inside the corporate limits of the Village.
10. The Village and the Fire Company each agrees to indemnify, hold harmless and defend the other from all damages, claims, judgments, losses, costs and expenses, including but not limited to attorney fees, which may after this agreement may at any time be incurred, suffered, sustained by or imposed upon the other by third parties, by reason of acts or omissions of the other, arising out of, by virtue of, or incident to the services contemplated to be provided by the other under this agreement, including but not limited to bodily injury, sickness, disease, death, or destruction of tangible property which is caused in whole or in part solely by the act or omission of the Village or Fire Company, or anyone directly employed by one or the other. Whenever any loss, cost, damage or expense covered by this paragraph is paid in whole or in part by insurance proceeds, then the party so insured releases the other party from any liability they have on account of such loss, cost, damage or expenses to the extent of the amount recovered by reason of such insurance, and waives right or subrogation which might otherwise exist in or accrue to any person on account of it, provided that such release of liability and waiver of the right of subrogation shall not be operative in any case where the effect is to invalidate such insurance coverage or to increase its cost, except as otherwise provided by law including but not limited to General Municipal Law 205-b and 205-g.
11. The services to be furnished and rendered under this agreement by the Fire Company shall be available to any and all residents of the Village and/or the town fire protection districts without regard to race, color, creed, sex, religion, national or ethnic origin, handicap, or source of payment.
12. The Fire Company shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter collectively the "Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter. The Village Treasurer and/or Manager, the State Comptroller, the Attorney General or any other person or entity authorized to conduct an examination, shall have access to the Records during normal business hours at an office of the Fire Company within the State of New York, or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purpose of inspection, auditing and copying. The Village shall take reasonable steps to protect from public disclosure any of the records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that; (a) the Fire company shall timely inform an appropriate Village official, in writing, that said records should not be disclosed; and said records shall be sufficiently identified; and (b) designation of said records

as exempt under the statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, the Village's right to discovery in any pending or future litigation.

13. The Village shall have no liability under this contract to the Fire Company or to any other person or entity beyond the amount funds appropriated and available for this contract.
14. This agreement may not be assigned, subcontracted, transferred, conveyed, sublet or otherwise disposed of in whole or in part, by the Fire Company, without the prior written consent of the Village, and any attempts to assign the contract without the Village's written consent are null and void.
15. Whenever the term "Fire Company" is used in this agreement, such term shall include and apply to all members, employees, officers, directors and agents, if any, of the Fire Company.
16. This agreement may not be amended, modified or renewed except by written agreement signed by the Fire Company and the Village.
17. This agreement is the entire agreement between the parties, and the same shall be construed in accordance with the laws of the State of New York.
18. In the event that, for any reason, a new contract is not executed and effective at the end of the term of this Agreement, then the Parties hereto acknowledge that the terms of this Agreement will continue for a period not to exceed sixty (60) days or as long as the Parties hereto are engaging in contract negotiations, whichever is longer. Upon the termination of or failure of contract negotiations, the Agreement shall terminate, if not agreed upon, and the parties shall negotiate a new agreement. Nothing however, shall impair the rights of the parties to negotiate and agree to a new agreement retroactive to the termination date of this agreement or any extension thereof pursuant to Village Law 4-412(9)(c).

IN WITNESS WHEREOF, the parties hereto have duly executed and delivered this Agreement effective the day and year first above written.

FOR: Village of Saranac Lake

BY: _____

ITS: Village Manager

FOR: Saranac Lake Volunteer Fire Company, INC.

BY: _____

ITS: _____

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

BILL #101-2026

SUBJECT: Septage Rates

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 03/28/2026

Resolution to call for an increase in the septage rate.

MOVED BY: White SECONDED BY: Evans

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

RESOLUTION AUTHORIZING AN INCREASE TO SEPTAGE DISPOSAL RATES

WHEREAS, the current septage disposal rate for the Village of Saranac Lake Wastewater Treatment Plant is \$75.00 per 1,000 gallons and has remained unchanged since 2014; and

WHEREAS, the Village has determined that an increase is necessary to support the continued operation and maintenance of the wastewater treatment system;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby authorizes an increase in the septage disposal rate from \$75.00 per 1,000 gallons to \$90.00 per 1,000 gallons; and

BE IT FURTHER RESOLVED, that the new rate shall take effect as of June 1, 2026, for all licensed septic haulers utilizing the facility.

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

BILL #102-2026

SUBJECT: Resolution to declare the Village as Lead Agency for SEQR and issue a Negative SEQR Determination for Construction Improvements at Baldwin Park

FOR AGENDA: 5/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 4/23/2026

Resolution to declare the Village as Lead Agency for SEQR and issue a Negative SEQR Determination for Construction Improvements at Baldwin Park

MOVED BY: Ryan SECONDED BY: Trudeau

VOTE ON ROLL CALL:

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

RESOLUTION TO DECLARE THE VILLAGE AS LEAD AGENCY FOR SEQR REVIEW AND
ISSUE A NEGATIVE SEQR DECLARATION FOR CONSTRUCTION IMPROVEMENTS AT
BALDWIN PARK

WHEREAS, the Village of Saranac Lake (the “Village”) is proposing to implement improvements at Baldwin park, including removal of the tennis and basketball courts, addition internal sidewalks and bioswales, and addition of a pavilion (the “Project”),

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (“SEQRA”) and the implementing regulations at 6NYCRR Part617 (the “Regulations”), the Village desires to comply with SEQRA and the Regulations with respect to the Project, and

WHEREAS, The Village contacted involved agencies with request to be Lead agency and no agencies gave protest; and

WHEREAS, the Village determined that the proposed Project constituted an “action” that may be subject to SEQRA, and

WHEREAS, the Village classified the proposed project as an unlisted action;

NOW, THEREFORE, BE IT RESOLVED that the Village of Saranac Lake Board of Trustees has identified itself as lead agency for the process of the SEQR review; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Village of Saranac Lake Board of Trustees, upon review of a completed Short Environmental Assessment Form and supporting documentation determines that the action will not result in any significant adverse environmental impact and hereby issues a negative declaration for the proposed project.

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

BILL #103-2026

SUBJECT: Overnight Travel for Training for Mechanics

FOR AGENDA: 5/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 5/01/2026

Resolution to authorize overnight travel for the Mechanic training.

MOVED BY: Ryan SECONDED BY: Evans

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

RESOLUTION TO AUTHORIZE THE OVERNIGHT TRAVEL AND TRAINING FOR
MECHANICS TO ATTEND THE PRINOTH SERVICE SCHOOL

WHERE AS, the Village of Saranac Lake encourages its employees to attend and participate in training and correspondence courses that will increase their knowledge, skills, and job performance,

NOW THEREFORE BE IT RESOLVED, Richard Sofield and John Hewitt are hereby approved for an overnight stay for service school training.

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

BILL #104-2026

SUBJECT: SDA Cybersecurity Grant

FOR AGENDA: 4/27/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 3/30/2026

Authorize SDA to apply for Cybersecurity Grant for Wastewater Treatment Plant

MOVED BY: Trudeau SECONDED BY: Evans

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>Yes</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

**RESOLUTION AUTHORIZING SUOZZO, DOTY & ASSOCIATES TO APPLY
FOR CYBERSECURITY GRANT FOR THE WASTEWATER TREATMENT
PLANT**

WHEREAS, the Village of Saranac Lake continues to maintain compliance with DEC regulations & SPDES Permit requirements, protect the environment and ensure public safety to protect Village assets.

WHEREAS, the grant is a 0% match up to \$50,000, and SDA will do the initial evaluation and grant application at no cost to the village.

NOW, THEREFORE, BE IT RESOLVED, the Saranac Lake Village Board of Trustees authorizes the SDA to apply for the (SECURE) Grant on behalf of the Village.

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

BILL #105-2026

SUBJECT: Development Board

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Mayor Brunette

DATE SUBMITTED: 05/06/2026

Resolution to call for appointing two new Development Board members.

MOVED BY: White SECONDED BY: Trudeau

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>No</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

DEVELOPMENT BOARD APPOINTMENTS

WHEREAS, the Village of Saranac Lake Development Board has one vacancy and two expired terms; and

WHEREAS, in accordance with NYS Village Law, Development Board members are appointed by the Mayor subject to the approval of the Board of Trustees; and

WHEREAS, candidates for the Development Board must meet the qualifications of NYS Public Officers Law and should have relevant experience; and

WHEREAS, the Development Board should have members with a broad mix of backgrounds, experience, and perspectives; and

WHEREAS, the Village solicited letters of interest from qualified residents for appointment to the Development Board; and

WHEREAS, the Village received nine (9) letters of interest; and

WHEREAS, the Mayor has nominated the following residents based on (1) residency in the Village of Saranac Lake as required by NYS Public Officers Law and (2) qualifications:

- Maeghan Farnham for a five (5) year term expiring April 7th, 2031
- Keith Murphy for a five (5) year term expiring April 7th, 2031

THEREFORE BE IT RESOLVED, the Board of Trustees affirms the aforementioned appointments to the Saranac Lake Development Board.

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

BILL #107-2026

SUBJECT: Can-Am Rugby Tournament Funding Request

FOR AGENDA: 4/27/2026

DEPT OF ORIGIN: Trustee Ryan

DATE SUBMITTED: 5/05/2026

Authorize \$20,000 be used from the Publicity Fund for the next five budget years, starting with the 2026-2027 Budget and continuing through the 2028-2031 Budget.

MOVED BY: Ryan SECONDED BY Evans

MOTION TO AMEND: Ryan SECOND: Evans

Authorize \$20,000 be used from the 2026-2027 budget only.

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

RESOLUTION AUTHORIZING FUNDING FROM THE PUBLICITY FUND FOR CAN-AM RUGBY

WHEREAS, Can-Am Rugby is a beloved and iconic event that brings significant exposure and economic benefits to the Village of Saranac Lake during the summer season, contributing to the local economy by attracting thousands of visitors from across the United States and internationally, generating dependent revenue for local businesses, and showcasing our community's unique charm and hospitality; and

WHEREAS, this event not only draws rugby players and fans but engages the entire community, offering free, family-friendly musical entertainment across multiple nights and providing a welcoming and festive atmosphere for locals and visitors alike; and

WHEREAS, an investment and show of support from the Village would enable Can-Am Rugby to further enhance its ability to attract visitors and stimulate sustained tourism and investment in our community;

WHEREAS, the expenditure of \$20,000 would be used from 2026-2027 Budget

THEREFORE, BE IT RESOLVED, that the Village of Saranac Lake Board of Trustees approves the expenditure of \$20,000 to support Can-Am Rugby, recognizing the event's vital importance to our community's economic health, cultural vibrancy, and overall quality of life.

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

BILL #108-2026

SUBJECT: Water Sewer Emergency Fund

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Trustee White

DATE SUBMITTED: 05/05/2026

Resolution to establish a 2026 Authorize Emergency Water & Sewer Grant and Loan Program

MOVED BY: Ryan SECONDED BY: White

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>No</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

**RESOLUTION AUTHORIZING THE CREATION OF AN EMERGENCY WATER
AND SEWER GRANT AND LOAN PROGRAM**

WHEREAS, the Village of Saranac Lake operates municipal water and sewer systems funded through fees paid by users; and

WHEREAS, from time-to-time users experience unexpectedly large water and sewer bills due to leaks, breaks and other circumstances; and

WHEREAS, users with unexpectedly large water and sewer bills will occasionally request partial or full forgiveness of their fee from the Board of Trustees; and

WHEREAS, the Board of Trustees is prohibited by law from forgiveness of water and sewer fees; and

WHEREAS, the Board of Trustees seeks to balance the needs of all ratepayers while showing empathy and support to certain owners who experience extraordinary circumstances.

THEREFORE BE IT RESOLVED, the Board of Trustee intends to establish an emergency water & sewer grant and loan program funded through its community development fund to assist rate payers with emergencies, and

BE IT FURTHER RESOLVED, the Board of Trustees directs the Village Manager to develop and present program guidelines to the Board for consideration and approval, and

BE IT FURTHER RESOLVED, the guidelines shall include the following:

1. The program is limited to accounts for properties located within the Village of Saranac Lake.
2. The program is limited to the primary residence of the applicant.
3. The grant or loan shall be transferred directly between the community development fund and the water and sewer funds so that the water and sewer funds are made whole.
4. Grant Eligibility & Criteria: One time grants may be considered for the following account holders:
 - a. Households at or below 80% of the median household income for Franklin and Essex counties whichever is higher,
 - b. Households where the owner is disabled,
 - c. Households where the owner is 65 years or older.
 - d. The amount of the grant shall be equal to the current charge minus the average charge from the last 4 quarters. Will only be available for a quarterly charge that is at least 25% higher than the 4 quarter average.
5. Loan Eligibility & Criteria: One-time loans may be considered for all account holders within the Village of Saranac Lake.
 - a. Loans may be considered for terms of 1, 2 or 5 years and a fixed interest rate of 2%.
 - b. The amount of the loan shall be equal to the current charge minus the average charge from the last 4 quarters. Will only be available for a quarterly charge that is at least 25% higher than the 4 quarter average.
6. Upon receipt of an application the Village Manager or designee shall determine whether the application meets the criteria, if so, the application shall be approved by the Village Manager.

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

BILL #109-2026

SUBJECT: Advisory Boards, Committees, and Task Forces

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/06/2026

Resolution for the updated organization of advisory boards, committees, and task forces.

MOVED BY: Ryan SECONDED BY: White

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

ORGANIZATION OF ADVISORY BOARDS, COMMITTEES AND TASK FORCES

WHEREAS, the Village has a long tradition of volunteers who share their time and talents to improve the community through participation in advisory boards, committees, and task forces; and

WHEREAS, the Board of Trustees finds that all advisory boards, committees, and task forces should be governed by consistent policies and procedures to promote effectiveness and transparency; and

WHEREAS, the Board of Trustees finds that advisory boards, committees, and task forces are most effective when Village staff provide administrative support and a designated Trustee serves as liaison to ensure clear communication with the Board of Trustees;

THEREFORE BE IT RESOLVED, the Board of Trustees hereby establishes the following organizational standards for all advisory boards, committees, and task forces:

1. Advisory Boards shall be governed by bylaws, which may be amended from time to time.
2. Committees and Task Forces shall be governed by the Procedures for Village Committees and Task Forces, which are hereby approved and may be amended from time to time.
3. All advisory boards, committees, and task forces shall establish a regular meeting day, time, and location that are open to the public and publicized on the village website.
4. All committees and task forces shall adopt a mission statement upon establishment.
5. Each advisory board, committee, and task force shall be assigned a Village staff member who will assist the chair with the preparation and distribution of meeting agendas, record meeting minutes, and provide general administrative coordination.
6. Each advisory board, committee, and task force shall be assigned a Trustee to serve as liaison to the Board of Trustees, facilitate communication, and ensure alignment with Village priorities.

BE IT FURTHER RESOLVED, the Board of Trustees approves the following Trustee liaison and staff assignments:

Name	Ex-Officio	Staff
Development Board	N/A	Community Development Director
Saranac Lake LDC	Trustee Evans	N/A
Arts & Culture Advisory Board	Trustee White	Community Development Director
Downtown Advisory Board	Trustee Evans	Community Development Director
Parks & Trails Advisory Board	Trustee Ryan	Parks Manager

CEF Committee	Trustee White	Community Development Director
Climate Action Advisory Board	Trustee Trudeau	Community Development Director
Housing Advisory Board	Trustee Evans	Community Development Director
Public Safety Building Committee	Trustee Trudeau	Village Manager
Citizen Police Interface Committee	Trustee Ryan	Police Chief
Finance Committee	Trustee White	Village Treasurer

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

BILL #110-2026

SUBJECT: Housing Advisory Board

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/06/2026

Resolution Establishes a Housing Advisory Board

MOVED BY: Ryan SECONDED BY: White

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

ESTABLISH HOUSING ADVISORY BOARD

WHEREAS, the Village of Saranac Lake faces significant and ongoing housing challenges, including a shortage of housing inventory across all income levels, elevated rental costs relative to local wages, an aging housing stock requiring rehabilitation, and barriers to homeownership for year-round residents; and

WHEREAS, the availability of safe, affordable, and diverse housing options is essential to the long-term economic vitality and community stability of the Village of Saranac Lake; and

WHEREAS, the Board of Trustees created the housing task force in 2022 to work on housing related issues and opportunities; and

WHEREAS, the Board of Trustees seeks to create a permanent housing advisory board to build upon the work of the task force and prioritize village-driven housing initiatives.

THEREFORE BE IT RESOLVED, the Board of Trustees hereby establishes the Housing Advisory Board to make recommendations on policy and implementation and undertake actions to address housing challenges in the community.

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

BILL #111-2026

SUBJECT: Advisory Boards, Committers and Task Forces

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/06/2026

Resolution for dissolving committees and task forces

MOVED BY: White SECONDED BY: Ryan

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

DISSOLVING COMMITTEES AND TASK FORCES

WHEREAS, from time to time the Board of Trustees establishes committees and task forces to accomplish a task or project that will contribute to the improvement of the Village; and

WHEREAS, the Waterfront Committee, Help Desk Task Force, and Capital Improvement Plan Task Force have each fulfilled their intended purposes, and the Board of Trustees has determined that consolidating its active committees will allow Village volunteers and staff to direct their efforts more effectively; and

THEREFORE BE IT RESOLVED, the Board of Trustees dissolves the following committees and task forces:

- Waterfront Committee
- Help Desk Task Force
- Capital Improvement Plan Task Force

BE IT FURTHER RESOLVED, the Board of Trustees expresses appreciation for members who volunteered their time and talents to improve the Village of Saranac Lake.

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

BILL #112-2026

SUBJECT: Milling Bid

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 05/06/2026

Resolution accepting bid and authorizing the award of contract asphalt milling work.

MOVED BY: White SECONDED BY: Evans

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>Yes</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

VILLAGE OF SARANAC LAKE
VILLAGE BOARD RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD
OF CONTRACT FOR ASPHALT MILLING WORK

WHEREAS, the Village of Saranac Lake (the “Village”) advertised for bids for asphalt milling work; and

WHEREAS, bids for the project were receivable at the Village Offices, 39 Main Street, 2nd Floor, Saranac Lake, NY 12983, with bids opened on May 6, 2026 at 2:30 P.M.; and

WHEREAS, Central Paving, Inc., 4247 Acme Road, Frankfort, New York 13340, submitted the apparent low responsible bid in the amount of \$27,288.00; and

WHEREAS, the Village Board has reviewed the bid submitted and determined the bid to be reasonable and in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board hereby awards a contract for asphalt milling work to Central Paving, Inc. in the amount of \$27,288.00; and be it further

RESOLVED, that the Village Mayor and/or Village Manager is hereby authorized and directed to execute all contracts and related documents necessary to complete the work in accordance with the bid specifications and applicable laws.

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

BILL #113-2026

SUBJECT: Paving Bid

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 05/06/2026

Resolution accepting bid and authorizing the award of contract paving work.

MOVED BY: White SECONDED BY: Ryan

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>Yes</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

VILLAGE OF SARANAC LAKE
VILLAGE BOARD RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD
OF CONTRACT FOR ASPHALT PAVING WORK

WHEREAS, the Village of Saranac Lake (the “Village”) advertised for bids for asphalt paving work; and

WHEREAS, bids for the project were receivable at the Village Offices, 39 Main Street, 2nd Floor, Saranac Lake, NY 12983, with bids opened on May 6, 2026 at 2:30 P.M.; and

WHEREAS, Central Paving, Inc., 4247 Acme Road, Frankfort, New York 13340, submitted the apparent low responsible bid in the amount of \$43,500.00; and

WHEREAS, the Village Board has reviewed the bid submitted and determined the bid to be reasonable and in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board hereby awards a contract for asphalt paving work to Central Paving, Inc. in the amount of \$43,500.00; and be it further

RESOLVED, that the Village Mayor and/or Village Manager is hereby authorized and directed to execute all contracts and related documents necessary to complete the work in accordance with the bid specifications and applicable laws.

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

BILL #114-2026

SUBJECT: Curb and Sidewalk Bid

FOR AGENDA: 05/11/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 05/06/2026

Resolution accepting bid and authorizing the award of contract for concrete curb and sidewalk work.

MOVED BY: Evans SECONDED BY: Trudeau

VOTE ON ROLL CALL:

TRUSTEE RYAN	<u>Yes</u>
TRUSTEE WHITE	<u>Yes</u>
TRUSTEE EVANS	<u>Yes</u>
TRUSTEE TRUDEAU	<u>Yes</u>
MAYOR BRUNETTE	<u>Yes</u>

VILLAGE OF SARANAC LAKE
VILLAGE BOARD RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD
OF CONTRACT FOR CONCRETE CURB AND SIDEWALK WORK

WHEREAS, the Village of Saranac Lake (the “Village”) advertised for bids for concrete curb and sidewalk work; and

WHEREAS, bids for the project were receivable at the Village Offices, 39 Main Street, 2nd Floor, Saranac Lake, NY 12983, with bids opened on May 6, 2026 at 2:30 P.M.; and

WHEREAS, Luck Bros., Inc., 73 Trade Road, Plattsburgh, New York 12901, submitted the apparent low responsible bid in the amount of \$67,710.00; and

WHEREAS, the Village Board has reviewed the bid submitted and determined the bid to be reasonable and in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board hereby awards a contract for concrete curb and sidewalk work to Luck Bros., Inc. in the amount of \$67,710.00; and be it further

RESOLVED, that the Village Mayor and/or Village Manager is hereby authorized and directed to execute all contracts and related documents necessary to complete the work in accordance with the bid specifications and applicable laws.

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

BILL #115-2026

SUBJECT: Finance

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 05/19/2026

Resolution authorizing the transfer of funds from general, water, and sewer contingency accounts and an authorizing inter-fund budge transfer to a general fund.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

TRUSTEE RYAN _____

TRUSTEE WHITE _____

TRUSTEE EVANS _____

TRUSTEE TRUDEAU _____

MAYOR BRUNETTE _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM GENERAL, WATER,
AND SEWER CONTINGENCY ACCOUNTS AND AN AUTHORIZING INTER-FUND BUDGET
TRANSFER TO A GENERAL FUND**

WHEREAS, the Village of Saranac Lake has the responsibility to pay for its routine financial obligations, and,

WHEREAS, the Village has budgeted contingency funds in planning for unanticipated expenditures, and,

WHEREAS, these required adjustments may be satisfied through contingency appropriations but also through budget transfers within the same fund, moving available appropriations from one account to another where surplus funds exist, and

WHEREAS, the Village must make such expenditures through a relevant and appropriate account.

THEREFORE, BE IT RESOLVED, The Village Treasurer is hereby authorized to transfer \$8,189.87 from General Fund Contingency, \$1,563.32 from Water Fund Contingency, and is also authorized to make the necessary inter-fund budget transfer within the General and Sewer Funds as itemized in the attached adjustment schedule.

BE IT FURTHER RESOLVED, that such a transfer will be used to satisfy the Village's obligations in a timely fashion regarding expenses already incurred.

ACCOUNT	ACCOUNT DESCRIPTION	ADJUSTMENT AMOUNT	TAKING FROM
GENERAL FUND			
001-1325-0400-0000	TREASURER SERVICES	\$67.67	001-1990-0400-0000
001-1450-0400-0000	ELECTIONS SUPPLIES	609.17	001-1450-0400-0000
001-1490-0400-0000	PUBWRK ADMIN SERVICES	\$100.00	001-1990-0400-0000
001-1680-0400-0000	DATA PROC SERVICES	\$1,403.04	001-1990-0400-0000
001-3120-0400-0000	POLICE SERVICES	\$324.50	001-1990-0400-0000
001-3120-0402-0000	POLICE TELEPHONE	\$1,081.87	001-1990-0400-0000
001-3120-0406-0000	POLICE TRAV/TRAIN	\$271.28	001-1990-0400-0000
001-3410-0104-0000	FIRE DEPT O/T 4TH QTR	\$2,953.29	001-3410-0103-0000
001-3620-0104-0000	PAYROLL O/T 4TH QTR	\$194.05	001-1990-0400-0000
001-5110-0104-0000	STREET MAINT O/T 4TH QTR	\$400.72	001-1990-0400-0000
001-5142-0104-0000	SNOW REMVL O/T 4TH QTR	\$420.34	001-1990-0400-0000
001-5410-0100-0000	SIDEWLK REFULAR PAY	\$3,926.40	001-1990-0400-0000
001-5410-0104-0000	SIDEWLK O/T 4TH QTR	\$194.21	001-5410-0103-0000
001-7110-0104-0000	PARKS O/T 4TH QTR	\$48.54	001-7110-0101-0000
001-8010-0104-0000	ZONING O/T 4TH QTR	\$18.52	001-8010-0103-0000
001-8620-0104-0000	COM DEV O/T 4TH QTR	\$24.70	001-8620-0103-0000
001-8620-0401-0000	COM DEV SUPPLIES	\$568.33	001-8620-0400-0000
WATER FUND			
004-8310-0400-0000	WATER ADMIN SERVICES	\$1,356.20	004-1990-0400-0000
004-8340-0408-0000	TRANS & DISTRB VEHIC MAINT	\$207.12	004-1990-0400-0000
SEWER FUND			
005-8120-0104-0000	SANT SEWERS O/T 4TH QTR	\$228.10	005-8120-0102-0000
005-8130-0104-0000	TREATMENT PLT O/T 4TH QTR	\$92.39	005-8130-0101-0000

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

BILL #116-2026

SUBJECT: Employment

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Village Mayor

DATE SUBMITTED: 05/20/2026

Resolution Appointing Administrative Officers.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

TRUSTEE RYAN _____

TRUSTEE WHITE _____

TRUSTEE EVANS _____

TRUSTEE TRUDEAU _____

MAYOR BRUNETTE _____

RESOLUTION APPOINTING ADMINISTRATIVE OFFICERS

WHEREAS, the Village of Saranac Lake operates under a Mayor-Board of Trustees form of government pursuant to the laws of the State of New York; and

WHEREAS, effective local government depends upon qualified leadership, professional administration, organizational excellence, and strong coordination across departments; and

WHEREAS, pursuant to New York State Village Law and Public Officers Law, the Mayor, with approval of the Board of Trustees, is authorized to appoint certain Village officers;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby approves the following appointments:

- Village Manager: Brandee Reiley
- Village Clerk: Laura Ferranti
- Village Treasurer: Chrissie Wais
- Deputy Clerk/Treasurer: Cassandra Van Cott

and be it further

RESOLVED, that the Village Board hereby appoints Bachana Tsiklauri to serve as interim Temporary Village Manager until June 30, 2026, in order to support administrative transition, continuity of operations, and the orderly transfer of responsibilities; and be it further

RESOLVED, that the Village Board affirms its commitment to professional, organized, and responsive local government focused on clear communication, responsible management, effective operations, and service to the community.

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

BILL #117-2026

SUBJECT: Advisory Boards

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/20/2026

Establish housing advisory board bylaws.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

TRUSTEE RYAN _____

TRUSTEE WHITE _____

TRUSTEE EVANS _____

TRUSTEE TRUDEAU _____

MAYOR BRUNETTE _____

ESTABLISH HOUSING ADVISORY BOARD BYLAWS

WHEREAS, the Village of Saranac Lake created the Housing Advisory Board; and

WHEREAS, the board shall be governed by bylaws; and

THEREFORE BE IT RESOLVED, the Board of Trustees hereby approves the Housing Advisory Board bylaws.

**Village of Saranac Lake
Housing Advisory Board
BY-LAWS**

I – NAME

The name of the advisory board shall be the Housing Advisory Board.

II – PURPOSE

The purpose of the Advisory Board is to make recommendations on policy and implementation and undertake actions to address housing challenges in the community. The Advisory Board will undertake actions that support the following vision statement:

“A Village where every year-round resident has access to safe, stable, and affordable housing, and where a range of housing options supports a thriving, sustainable community for generations to come.”

The Village of Saranac Lake faces significant and ongoing housing challenges, including a shortage of housing inventory across all income levels, elevated rental costs relative to local wages, an aging housing stock requiring rehabilitation, and barriers to homeownership for year-round residents. The availability of safe, affordable, and diverse housing options is essential to the long-term economic vitality and community stability of the Village of Saranac Lake.

III – DUTIES

The Advisory Board shall have the power and be required to:

- Act in an advisory capacity for housing related policies and projects in the Village of Saranac Lake.
- Assist in the implementation of recommendations in the Village of Saranac Lake Housing Plan.
- Act as a liaison between the community and the Village Staff and Board of Trustees for housing related concerns.

IV – MEMBERSHIP

The Board of Trustees for the Village of Saranac Lake shall appoint an Advisory Board of up to nine (9) voting members each serving, two-year, staggered terms; who shall not be paid officers or employees of the village; and who shall serve without compensation. Appointments shall be made to represent a variety of housing stakeholders and relevant expertise, as well as diversity with respect to age, ability, race and gender. There shall be one (1) ex-officio member who shall be a member of the Village Board of Trustees who shall act as a liaison between the Advisory Board and the Village Board of Trustees. The ex-officio member shall serve as the primary liaison between the Advisory Board and the Board of Trustees, shall receive attendance notifications from the Chairperson as required by these bylaws, and shall report on Advisory Board activities to the Board of Trustees.

The Village Board may remove any member of the Advisory Board for misconduct or neglect of duty. Missing three consecutive meetings without sufficient excuse shall constitute a resignation from the board. Vacancies on the Advisory Board occasioned by removal, resignation or for any other cause shall be filled for the remainder of that member’s term by the Village Board of Trustees upon recommendation of the Advisory Board.

Members are required to complete annual harassment training.

Voting Member Qualifications: Members should be residents of the Village of Saranac Lake and have an interest in housing, or specific relevant expertise.

The ideal membership would be:

- 1 architect or engineer
- 1 builder or contractor
- 1 realtor
- 1 banker or mortgage lender
- 1 attorney
- 1 residential rental property owner
- 3 village residents who are homeowners or renters

Department/Staff Liaison: Village of Saranac Lake Community Development Director

V – OFFICERS

Officers of the Board shall consist of a Chairperson, a Vice Chairperson and a Secretary. The term of office shall be one year beginning June 1st through May 31st.

Officer nominations shall come from the floor at an organizational meeting, decided by majority vote of members present where a quorum is present. The nominated Chairperson shall be submitted to the Board of Trustees for approval and shall take office upon such approval. The Vice-Chairperson and Secretary shall take office upon election by the membership. The term of office for all officers shall be one year, beginning June 1 and ending May 31.

The Vice Chair shall assist the Chair in leading the meetings. If the Chair cannot attend a meeting, the Vice Chair shall lead the meeting.

The Secretary shall take attendance at all meetings, maintain the official roster of members, ensure meeting minutes are accurate, and assist the Chairperson with correspondence and administrative duties of the Board.

VI – MEETINGS

By-Laws

The Advisory Board shall conduct an organizational meeting to determine its bylaws, including, but not limited to: a regular meeting schedule; protocols for quorum or consensus; attendance policy; unscheduled absences and the appointment of officers. Meeting minutes shall be posted to the Village website following each meeting.

Regular Meetings

The Advisory Board is an advisory committee to the Board of Trustees of the Village of Saranac Lake. Regular meetings should be scheduled on a consistent day and time and held in a location that is open and accessible to the public. Public notice of all Advisory Board meetings shall be posted at least 24 hours in advance. All Board meetings are open to the public unless a written explanation for closing is provided on the Village's website, where the minutes are published. Special meetings by phone and other media are permitted. Individuals and organizations wishing to speak before the Advisory Board shall adhere to rules set forth by the Advisory Board in its bylaws.

The Advisory Board shall meet as often as necessary to meet its responsibilities. However, regular Advisory Board meetings should be held once each month. There shall be in place a mandatory attendance policy. All Advisory Board members must be present at a minimum of ten (10) of the regularly scheduled monthly Board

meetings. Special meetings may be called by the Chairperson or a majority of the Board with two (2) days advance written notice to members.

An Advisory Board member is considered in attendance at a regular Board meeting when said member is present for at least two-thirds of the total length of the meeting. Board members can attend by telephone/video conferencing.

At all meetings of the Advisory Board, the presence in person of more than half of the Advisory Board voting members shall constitute a quorum for the transaction of business. In the absence of a quorum, those present may, without notice other than by announcement at the meeting, recess the meeting from time to time, until a quorum shall be present. At any such recessed meeting any business may be transacted which might have been transacted at the meeting as originally called.

At all meetings of the Advisory Board at which a quorum is present, all matters, except as otherwise expressly required by law or these By-laws, shall be decided by the vote of a majority of the members of the Board present.

All voting Advisory Board members, including the Chair of the Board, must vote on all official actions taken by the Advisory Board except when that member or members appear to have a possible conflict of interest.

Special Meetings

Special meetings may be called by the Chair or by a majority of the appointed members. Written notice of a special meeting shall be provided to all members at least 48 hours in advance, unless a shorter period is agreed to by all members. Public notice of a special meeting shall be provided in accordance with the Open Meetings Law.

Code of Ethics and Conflict of Interest

Membership on the Advisory Board is conditioned upon compliance with the Village of Saranac Lake Code of Ethics. Each member shall execute the Code of Ethics acknowledgment form and return it to the Village Clerk within 30 days of appointment. No member may participate in a vote of the Advisory Board until this requirement has been fulfilled.

Advisory Board members shall conduct themselves in accordance with the Code of Ethics at all times while serving on the Board.

Any member who has a known conflict of interest in a matter before the Board shall disclose that conflict before discussion of the item begins. A member with a conflict of interest shall recuse themselves from both discussion and voting on the matter and shall leave the meeting room during consideration of that item, unless the Board, by majority vote, determines that the member's participation in discussion — but not voting — would be of value. The recusal and its basis shall be noted in the meeting minutes.

VII – STAFF/ INTERNS

The Board will rely on staff provided by the Village of Saranac Lake. Staff shall assist the Officers of the Advisory Board and Board-designated Committees in fulfilling their duties and responsibilities and provide administrative support, including meeting coordination, preparation of agendas and materials, recording of minutes, and communication with members.

VIII – COMMITTEES

Committees may be designated by the Chairperson as necessary to investigate and report on specific subject areas of interest to the Advisory Board.

IX – CONDUCT OF BUSINESS

The Advisory Board shall comply with applicable state law, including the New York State Open Meetings Law and the Freedom of Information Law. The Advisory Board and committees serving the Board shall conduct business in accordance with Robert’s Rules of Order, latest revised edition, except when in conflict with these By-laws.

X – PUBLIC INPUT

Meetings are open to the public. The Chair may provide an opportunity for public comment in accordance with procedures established by the body. Time permitting, the Chair may allow public comment from individuals not on the agenda following the call to order. Written comments may be submitted at any time and shall be noted in the minutes of the next regular meeting.

XI– ADOPTION AND AMENDMENT

These By-laws may be amended by a majority vote of the Board members at a regular meeting provided that the proposed amendments have been distributed to each member at least seven (7) days prior to the day of the meeting.

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

BILL #118-2026

SUBJECT: Community Development

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/20/2026

Approve downtown streetscape design guidelines amenity review procedures.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

TRUSTEE RYAN _____

TRUSTEE WHITE _____

TRUSTEE EVANS _____

TRUSTEE TRUDEAU _____

MAYOR BRUNETTE _____

**APPROVE DOWNTOWN STREETScape DESIGN GUIDELINES AMENITY REVIEW
PROCEDURES**

WHEREAS, in 2025 the Board of Trustees adopted the Downtown Streetscape Design Guidelines to establish a cohesive framework for public space within the downtown area; and

WHEREAS,. the Guidelines catalog the street furniture and amenities the Village currently uses and identify future streetscape amenities to be purchased as funding becomes available so that, as the Guidelines are followed over time, a consistent character throughout downtown is achieved; and

WHEREAS, The Board of Trustees seeks to establish procedures to govern requests to substitute an alternative model for a specified streetscape amenity, or to introduce a new amenity type not currently addressed in the Guidelines.

THEREFORE BE IT RESOLVED, the Board of Trustees hereby adopts the Downtown Streetscape Design Guidelines Amenity Review Procedures.

DRAFT
Downtown Streetscape Design Guidelines
Amenity Review Procedures

1. Background & Introduction

The Downtown Saranac Lake Streetscape Design Guidelines were adopted by the Board of Trustees in November 2025 to establish a cohesive framework for public space within the downtown area. The Guidelines catalogue the street furniture the Village currently uses and identify future streetscape amenities to be purchased as funding becomes available. At present, furnishings vary and are inconsistent throughout the Village; as the Guidelines are followed over time, a consistent character throughout downtown will be achieved.

The Board of Trustees established these procedures to govern requests to substitute an alternative model for a specified streetscape amenity, or to introduce a new amenity type not currently addressed in the Guidelines. The Board of Trustees authorizes the Downtown Advisory Board (DAB) to review such requests using these procedures. DAB determinations are advisory in nature; the Village Manager shall generally accept DAB determinations in the absence of compelling reason to do otherwise.

2. Vision

The Village of Saranac Lake streetscape reflects the historic character of downtown while being “Decidedly Different.”

3. Goals

The goals of the Downtown Saranac Lake Streetscape Design Guidelines include:

- Highlighting the downtown’s character.
- Creating an easy and enjoyable walking environment.
- Installing streetscape furniture that is comfortable to sit in, placed in convenient locations, and designed in keeping with the “Decidedly Different” brand.
- Providing shade along the street with street trees and greening elements that provide year round interest.
- Installing bicycle racks in key locations and wayfinding signage to guide the way to/from the Adirondack Rail Trail, the Riverwalk, parks, businesses, and cultural spaces.
- Enriching the downtown area with creative public art.
- Embracing the potential of the riverfront with one primary entrance in the Dorsey Street parking area along the Riverwalk and another primary entrance on the downtown side taking advantage of both the main street area and the river side.
- Inviting small parks with seating opportunities for rest and places to grab a bite to eat and to gather with friends.

4. Purpose

This procedure governs requests to substitute an alternative model for a specified streetscape amenity, or to introduce a new amenity type not currently included in the Design Guidelines. The burden of proof rests with the applicant. The baseline position of the Advisory Board is to generally follow the adopted Guidelines as written.

5. Who May Submit a Request

Any Village department head, advisory board, committee, community organization, or private property owner proposing to install streetscape amenities in the downtown public right-of-way or in Village-owned public spaces may submit a request.

6. When This Procedure Applies

This procedure applies when a requestor proposes:

- An alternative model or manufacturer for an amenity already specified in the Guidelines (e.g., a different bench brand); or
- A new amenity type not currently addressed in the Guidelines (e.g., a new category of street furniture or infrastructure).

This procedure does not apply to routine purchases of specified amenities in the approved colors and configurations, which may proceed through normal Village procurement procedures.

This procedure applies to amenities proposed within Downtown Saranac Lake, as defined by the Downtown Strategic Investment Plan.

7. Review Procedures

7.1. Step 1. Pre-Submission Consultation

Before submitting a formal request, the requestor is encouraged to contact the Downtown Advisory Board Chair or Village staff to discuss the proposal informally. This helps identify obvious conflicts with the Guidelines early and avoids unnecessary effort.

7.2. Step 2. Submission of a Written Request

The requestor must submit a written request to the Downtown Advisory Board that includes:

1. Description of the proposed amenity. The manufacturer, model, dimensions, materials, and a product data sheet or specification sheet
2. Reason for the request. A clear explanation of why the specified amenity cannot or should not be used (e.g., discontinued model, documented supply issue, demonstrated functional deficiency, cost, not currently included in the guidelines)
3. Color, finish and quality information. Confirmation of proposed colors and finish and how they align with the Downtown color palette specified in the Guidelines. Documentation of the quality of the proposed amenity (commercial grade)
4. Cost comparison. Unit cost, shipping, and installation cost of the proposed amenity compared to the specified amenity, based on current quotes
5. Photos or renderings. Images of the proposed amenity installed in a comparable public setting
6. Compatibility statement. Written explanation of how the proposed amenity is consistent or inconsistent with existing installed amenities in the downtown

Incomplete submissions will not be scheduled for Board review.

7.3. Step 3. Downtown Advisory Board Review

The Downtown Advisory Board will review the request at a regularly scheduled meeting. The Board will evaluate the request against the following criteria. All four criteria must be satisfactorily met for the Board to approve a request.

Review Criteria	Standard
Color	Colors must match or be materially consistent with the palette specified in the Guidelines for the applicable location (downtown, waterfront, or non-waterfront park). Deviations in color are presumed inconsistent unless clearly justified.
Quality	Materials, construction, and durability must be equal to or better than the specified amenity. The Board will consider warranty terms, material composition, and expected service life.
Cost	The proposed amenity must not substantially exceed the cost of the specified amenity without a compelling justification tied to quality or availability. However, cost savings alone are not sufficient grounds for approval if quality or aesthetic standards are compromised.
Aesthetics & Design	The proposed amenity must be visually compatible with the "Decidedly Different" brand and with existing installed streetscape furniture. The Board will consider whether the amenity would create visual inconsistency in the downtown.

The Board may request additional information, samples, or a presentation from the requestor before making a determination.

7.4. Step 4 — Downtown Advisory Board Recommendation

Following review, the Board will make one of three recommendations:

- Approved — The proposed amenity meets all four criteria and may be purchased and installed.
- Approved with Conditions — The proposed amenity is acceptable subject to specific modifications (e.g., a color change, a different finish option). The requestor must confirm in writing that conditions will be met before proceeding.
- Denied — The proposed amenity does not meet one or more criteria. The Board will document the specific deficiencies in writing.

A simple majority vote of Board members present is required for a recommendation. In cases of uncertainty or a close vote, the Board is encouraged to deny the request and refer it to the Village Board rather than approve a marginal exception.

The Board's recommendation will be referred to the Village Manager. The Village Manager shall generally accept the determination in the absence of compelling reason to do otherwise.

7.5. Step 5 — Appeal to the Village Board

If the Advisory Board denies a request, or if it is unable to reach a majority determination, the requestor may appeal to the Village Board of Trustees.

The Village Board will review the full record of the Advisory Board's proceedings, including the original submission and the written basis for denial. The Village Board may affirm the denial, approve the request, or approve with conditions. The Village Board's decision is final.

7.6. Step 6 — Documentation and Guidelines Update

When an alternative or new amenity is approved, the determination will be recorded and maintained on file by Village staff. Where a substitution is expected to be permanent (e.g., a model is discontinued), the Design Guidelines should be updated so that the approved alternative becomes the new standard.

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

BILL #119-2026

SUBJECT: Finance

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Trustee White

DATE SUBMITTED: 05/20/2026

Resolution authorizing the carryover of unexpended parks and trails advisory board and downtown advisory board funds.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

TRUSTEE RYAN	_____
TRUSTEE WHITE	_____
TRUSTEE EVANS	_____
TRUSTEE TRUDEAU	_____
MAYOR BRUNETTE	_____

**RESOLUTION AUTHORIZING THE CARRYOVER OF UNEXPENDED PARKS AND TRAILS
ADVISORY BOARD AND DOWNTOWN ADVISORY BOARD FUNDS**

WHEREAS, the Village of Saranac Lake approved funding for Advisory Board purposes during the 2026 Fiscal Year; and

WHEREAS, a portion of the appropriated funds remain unexpended at the close of the fiscal year; and

WHEREAS, the planned purpose for the remaining funds is to purchase outdoor furniture for Ward Plumadore Park; and

WHEREAS, the carryover of these funds will allow the Advisory Boards to complete ongoing initiatives and support planned activities without interruption; and

WHEREAS, the purchase will not be finalized by the end of the current fiscal year; and

THEREFORE BE IT RESOLVED, the Board of Trustees authorizes the carryover of unexpended Advisory Board funds from the 2026 Fiscal Year into the 2027 Fiscal Year for the purpose of purchasing outdoor furniture for Ward Plumadore Park, and

BE IT FURTHER RESOLVED, the Village Manager is hereby authorized and directed to make the necessary accounting and budgetary adjustments to effectuate this carryover.

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

BILL #120-2026

SUBJECT: Community Development

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/20/2026

Appropriate funds for landfill athletic fields conceptual plan.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

TRUSTEE RYAN _____

TRUSTEE WHITE _____

TRUSTEE EVANS _____

TRUSTEE TRUDEAU _____

MAYOR BRUNETTE _____

APPROPRIATE FUNDS FOR LANDFILL ATHLETIC FIELDS CONCEPTUAL PLAN

WHEREAS, the Village of Saranac Lake owns and maintains a closed landfill; and

WHEREAS, the goal of the Village is to repurpose the property for athletic fields; and

WHEREAS, a conceptual plan and cost estimates will provide the Village with information necessary to plan for the completion of the project and seek grant funding; and

WHEREAS, the Village estimates that the cost for this work will be approximately \$12,000.

THEREFORE BE IT RESOLVED, the Board of Trustees hereby authorizes the appropriation of \$12,000 for the project from the following accounts in the 2025-2026 budget: 001-8620-0400 (50%) and 001-8010-0400 (50%).