

VILLAGE BOARD REGULAR MEETING

Tuesday, May 26, 2026

5:30 PM – 7:00 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 not present; Trustee White present.

Staff Present: Village Manager: Bachana Tsiklauri, Deputy Clerk Treasurer: Brandee Reiley

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: Whit

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

APPROVAL OF MINUTES:

Chair Mayor Brunette called for a motion to approve the minutes from May 11, 2026.

Motion: Evans Second: White

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

PUBLIC COMMENT:

none

ITEMS FOR BOARD ACTION:

Bill 115-2026 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 NP; Brunette yes;

Bill 116-2026 Appointment of Appointed Positions

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 NP; Brunette yes;

Bill 117-2026 Resolution to Approve Housing Advisory Board Bylaws

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 NP; Brunette yes;

**Bill 118-2026 Resolution to Approve Downtown Streetscape Design Guidelines
Amenity Review Procedures**

A copy of the resolution 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 NP; Brunette yes;

Bill 119-2026 Resolution Authorizing the Carryover of Unspent Advisory Board Funds

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 no; White no; Evans no; Trudeau no; Brunette no;

Bill 120-2026 Appropriate Funds for Landfill Athletic Fields Conceptual Plan

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

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: Evans

Motion to Amend: Evans Second: White

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

Bill 121-2026 Authorizing payment of ESD Grant funds to Pendragon Theatre

A copy of the resolution 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 NP; Brunette yes;

BOARD DISCUSSION:

a. Future Families Task Force

Discussed creating a Future Families Task Force and its potential role in supporting family-friendly community initiatives.

b. Funding Plan and Priorities Discussion for Capital Projects

Discussed capital project priorities and potential funding strategies for future infrastructure investments.

c. Discussion on Celebration Planning for Our Nation's 250th Birthday

Discussed initial planning for the Nation's 250th Anniversary and opportunities for community partnerships and events.

PUBLIC COMMENT:

Julieanne Stemp: Asking for thoughtful consideration in Riverside Park name.

EXECUTIVE SESSION:

- a. Information regarding criminal investigations or prosecutions.
- b. Employment, medical, or financial history of a specific person or corporation.

Motion: White Second: Evans

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

Motion to Exit Executive Session: Evans Second: Ryan

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

MOTION TO ADJOURN:

Chair Mayor Brunette called for a motion.

Motion: Ryan Second: Evans

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

**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: Ryan SECONDED BY: White

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 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.

**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: Ryan SECONDED BY: White

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 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: Ryan SECONDED BY: White

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>

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.

**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: Evans 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>

**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.

**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: White SECONDED BY: Ryan

VOTE ON ROLL CALL:

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

**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: Ryan SECONDED BY: Evans

Motion to Amend: Evans Second: White

MOVED BY: Evans SECONDED BY: White

Add the amount of \$12,000 to the 001-1440-400 Consulting Services.

VOTE ON ROLL CALL:

TRUSTEE RYAN Yes

TRUSTEE WHITE Yes

TRUSTEE EVANS Yes

TRUSTEE TRUDEAU Yes

MAYOR BRUNETTE Yes

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%).

BE IT FURTHER RESOLVED, the Board of Trustees authorizes a budget adjustment to the 2026-2027 budget of \$12,000 to the 001-1440-400 Consulting Services

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

BILL #121-2026

SUBJECT: Community Development

FOR AGENDA: 05/26/2026

DEPT OF ORIGIN: Trustee Evans

DATE SUBMITTED: 05/26/2026

Authorizing payment of Empire State Development Grant funds to Pendragon Theatre.

MOVED BY: Evans SECONDED BY: White

VOTE ON ROLL CALL:

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 PAYMENT OF EMPIRE STATE DEVELOPMENT GRANT FUNDS TO
PENDRAGON THEATRE**

WHEREAS, the Village of Saranac Lake anticipates receipt of \$407,020.75 in grant reimbursement funds from Empire State Development for the Pendragon Theatre project; and

WHEREAS, the Village Board wishes to authorize prompt payment of said funds to Pendragon Theatre upon receipt;

NOW, THEREFORE, BE IT RESOLVED, that the Village Treasurer and/or Village Manager are hereby authorized to process payment to Pendragon Theatre upon receipt of the reimbursement funds and complete all necessary payment documentation in accordance with Village financial procedures.