December 16, 2024

State of New York
2679 Route 8
County of Hamilton
Town of Lake Pleasant

A Meeting of the Lake Pleasant Town Board was held on December 16, 2024, at the Lake Pleasant Library, 2864 State Route 8, Lake Pleasant, NY 12164. The meeting was called to order at 7:00 P.M., to make approvals, give reports, establish organizational tasks and conduct any business that may come before the board.

The following were present:
Supervisor: Betsy Bain
Councilpersons: Neil McGovern, Kathy O'Connell and Meg Parascandola
Budget Officer: Nancy Seifts
Town Clerk: Stephanie Smith
Highway Superintendent – Randy LaVarnway
Guests: Eileen LaVarnway, John Seifts, Barbara Bain, Francis Correia, Mary Caldwell, Karen McComb (library president), Tracy Joy (Speculator Region Chamber of Commerce President), Shorty Hoffman and Paul Allen.
Absent: Councilperson – Don Braunius

Pledge of Allegiance to the Flag

Resolution #170 to Approve the Minutes of December 2, 2024
Offered by: McGovern
2nd by: O'Connell
Discussion: None
Be it resolved, that the minutes of December 2, 2024 be approved as presented.
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Highway and Buildings:

LaVarnway reported:

- The Highway department's new employee started last week and is doing well with daily tasks he is working on with the crew. McGovern asked if he is ready to meet with Hamilton County about CDL. LaVarnway said that he is not ready for that step yet.
- Snowmobile maps are ready to go to print.
- A check was received for snowplow edges from the County's mini grant that was applied for, and the check has been deposited.
- The parks and recreation trailer has been picked up and registered with DMV.
- USI insurance representative, Steve Sawn will be adding the new trailer to the towns fleet and getting insurance cards issued to the town.

- A laptop computer was awarded to the Town of Lake Pleasant highway department through a PERMA safety grant that the town clerk applied for. The laptop has come in and is to be used for the highway department's safety training.
- The Highway department has been plowing snow.
- LaVarnway was asked by his foreman, if a new plow would be going onto the new 2025 ¾ ton pickup truck. LaVarnway looked into prices and the lowest priced plow is $7,000. Parts line has $15,000 remaining this year and LaVarnway is asking to buy a new plow and sell the old plow on Auctions International.
- Discussion about going with the cheapest plow or buying local for a few hundred more minus pickup or delivery fees was had, resulting in the board approving going local at a slight increase in price.

Resolution #171 Purchase of new plow for the new 2025 ¾ ton pickup truck.
Offered by: McGovern
2nd by: Parascandola
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Resolution #172 Amending Resolution #171 to buy the new plow for the new 2025 ¾ ton pickup truck from a local dealer.
Offered by: McGovern
2nd by: Parascandola
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Old Business:

Chamber Contract –
Mary Caldwell went over the 4th Quarter Speculator Region Chamber of Commerce October – December Report.
******See Attached******
O'Connell asked about the three events the Chamber agreed to host this coming year. Caldwell responded with the following list: 1. Holiday Ball and ice-skating event in February 2. Bear and Wine Festival 3. Holiday Stroll 4. The Farmers Market.
Discussion: Bain would like to see the Chamber stay open on Sundays. She feels that it is important to stay consistent with at least a few hours on Sundays. The Chamber is requesting no to July Sunday hours. Joy let the board know that they will try to find volunteers to man the office on Sundays. Parascandola asked if the Chamber has explored alternatives to when the visitor center cannot be staffed, such as digital displays. Other areas are using different technologies, she recommended the Chamber explore future modernized options. Discussion went around the room about the pros and cons of this year's holiday stroll. O'Connell asked if the Chamber has reached out to any other municipalities for involvement and Joy said that they

had not. McGovern made the point that the surrounding towns have new Supervisors and a contact with them maybe beneficial. McGovern asked if the Chamber is getting assistance from ROOST and Caldwell said that they are not at this time. Joy reported that new members are interested in joining the Chamber.

Resolution #173 Town of Lake Pleasant Approves the 2025 Contract with the Speculator Region Chamber of Commerce.
Offered by: McGovern
2nd by: Parascandola
Discussion: Parascandola would like the contract to be available to the town board ahead of time so board members can see what they are giving the tax funds for before they are spent. Lake Pleasant town board would like the chamber to approach the other towns for involvement and funding as well.
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

1. **Website** – Parascandola reviewed with the board that at the last meeting the committee had made a recommendation to the board to examine funding to move the towns website and e-mail to GoDaddy. Since then, the town clerk received a postcard from a company named Civally. A demo was set up and the committee did the demo to view the product. This website company would save the town money over other web servers, and they would do the data migration and set up for the town. This website meets Accessibility guidelines and uses word press for their platform. Initial set up cost is $2,500.00 and annual cost is $1.200.00. E-mail platform choices are available at different costs. Recommendations were collected by the committee and were all positive. At this time in New York a .gov domain is strongly recommended and Civally advises that the town move forward with a .gov domain so that the town's e-mail is more secure.
   O'Connell reported that she tried the demo for an hour this afternoon and she found the layout easy to use. Discussion about the benefits of this new website continued.

Resolution #174 Town Board to <u>Rescind</u> Resolution #168 of December 2, 2024, Nancy Seifts and Meg Parascandola to Work Together with the Budget to Review Funding Needed to Switch Web Site Carrier and E-Mail Over to GoDaddy.
Offered by: O'Connell
2nd by: McGovern
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Resolution #175 Town Board Moved to Sign Contract with Civally for the Towns Web Site Platform Needs in 2025 from the Current Web Server, Digital Towpath.
Offered by: O'Connell
2nd by: Parascandola
Adopted by the following vote:

Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Resolution #176 Town of Lake Pleasant Town Board to Approve Town Web Domain to move from a .org to a .gov domain.
Offered by: McGovern
Whereas, switching to .gov domain will follow the Federal Bureau of Investigation's recommendation that all election offices adopt a .gov domain to help mitigate impersonation and cybersecurity risks.
Whereas, .gov domain can help the public better recognize official government sites and emails while avoiding phishing attempts and websites that impersonate government officials.
2nd by: Parascandola
Adopted by the following vote:
Ayes: All Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

2. **Adirondack Architecture Heritage Membership -** Discussion to donate was tabled at the boards December 2, 2024 meeting. Bain asked for a motion to discuss.
   Offered by: McGovern
   2nd by: Parascandola
   Discussion: Bain gave some history on the grant that the Town was awarded but did not get Funds from for the Museum Project due to the Archaeological monitoring of ground disturbance that the Foundation was requesting.
   Parascandola explained that she and O'Connell met with Allison Gaddy this past week.
   O'Connell and LaVarnway are working together to get estimates for work that still needs to be done on the Town Museum building.
   O'Connell said the building committee is recommending that the town replace the roof and repaint the outside of the museum. They are asking that the town apply for a grant to fund the work. Parascandola explained that Gaddy will take the estimates, fill out new paperwork and submit to see if they will review it as scope of work for the grant funds. Twenty percent will still be required on the town's end to match the eighty percent of the grant funds if approved.

Resolution #177 Town Board Moved to Give the Adirondack Architectural Heritage Foundation $200.00 in a Donation.
Offered by: O'Connell
2nd by: McGovern
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

New Business:

Resolution #178 Town of Lake Pleasant Town Board to Accept the 2025 Meal Site Agreement for Seniors.
Motion to discuss:
Offered by: O'Connell
2nd by: McGovern
Discussion: Bain explained that the meal site was closed for a time after a professional company came in and cleaned but didn't clean thoroughly. A senior at the office of the aging told Bain that they won't be opening this week**.** Bain will call to see if this can be remedied more quickly and have the center up and running. McGovern said that the senior center is their own organization, and he would like to see them hold the company they hired responsible for the negligence.
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Town Clerk – Smith announced that after 22 years of service, the Deputy Town Clerk, Faith Cleveland will be retiring from the town at the end of December and will be coming back on to serve the town on a part time basis three days a week, four hours a day. The town with Justice Smiths help has prepared a Certificate with the town seal for Ms. Cleveland.

McGovern read the certificate to the room:

WHEREAS Miss Faith Florence Cleveland concluded her service to the Town of Lake Pleasant effective December 31, 2024.

WHEREAS Miss Faith Florence Cleveland has served as Deputy Town Clerk & Deputy Court Clerk for Twenty-Two years from December 19, 2002, through December 31, 2024.

WHEREAS Miss Faith Florence Cleveland has contributed to the Town of Lake Pleasant through her dedicated efforts, steadfast reliability and consistent support.

WHEREAS Miss Faith Florence Cleveland has been an invaluable resident to the Town of Lake Pleasant.

BE IT THEREFORE PROCLAIMED by the Town of Lake Pleasant Board that

Miss Faith Florence Cleveland is honored for her outstanding dedication and service to the Town. The Board extends its sincere appreciation to Miss Faith Florence Cleveland for her numerous contributions to the Town and extends to her its best wishes.

Smith let the room know that it will be announced officially at the Organizational meeting that the hours for the clerk's office will change to Mondays and Tuesdays 9-4, Wednesday 10-5 and Thursday and Friday 8-3 for January and February tax season of 2025. The court will be held at 5:00 p.m. on Wednesdays, which will be a change from the 7:00 p.m. hour.
After the tax season slows down, the Clerk will begin to advertise for an part time deputy clerk when there is time to do training.
Smith asked for the board to pass a resolution approving the LGS-1 Records Retention Revision of 2022

Resolution #179 Town Board to Approve the 2022 Revised Version of the Retention and Disposition Schedule for New York Local Government Records (LGS-1).
Offered by: O'Connell
RESOLVED, By **The State of New York** of **The Town of Lake Pleasant**, that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.
FURTHER RESOLVED, that in accordance with Article 57-A:
(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.
2nd by: McGovern
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons – McGovern, Parascandola and O'Connell)
Nays: None

Smith had given out records management educational information on how records are kept, stored, maintained and disposed of from the 2021 edition of the Town Clerks manual. The board had no questions for the clerk on records management.

1. **Library President –**

McComb let the board know that Florence Braunius will be completing the term she volunteered to fill for one year. The Library Board of Trustees is asking the Town Board to accept the recommendation of the Library Board in Appointing Laura Wilt to a five-year term as a library trustee commencing 1/1/2025.

Resolution #180 Town Board to Appoint Laura Wilt to the Library Board of Trustees to fill the five year term 1/1/2025 – 12/31/2029 at the Recommendation of the Library Board of Trustees.
Offered by: Parascandola
2nd by: McGovern
Ayes: All (Supervisor Bain, Councilpersons – McGovern and Parascandola)
Abstained: O'Connell

Committee Reports:

Buildings – LaVarnway will meet with Central Security between 9:00 and 10:00 a.m. on Thurdsay to look at the buildings and see what is needed for new wiring and phone lines.

Resolution #181 Approve Audit of Abstract #52, December 10, 2024

Voucher #3790-3790, Amount $1,102.53, Abstract #53, December 13, 2024, Voucher #3791-3811 Amount $19,143.78.
Offered by: O'Connell
2nd by: McGovern
Discussion: O'Connell had questions about books that are for the historian line that are on the highway Charlie John bill. Bain explained that the books are on the Towns tab but get taken out of the historian's line.

Resolved that all bills in the following funds be paid as presented – General, Highway, Landfill, fire district and Library
Adopted by the following vote:
Ayes: All (Supervisor Bain, Councilpersons - McGovern, Parascandola and O'Connell)
Nays: None

Public Comment :
McComb asked about the grant and a new scope of work. Parascandola explained that a new scope of work has to be submitted by the town then the foundation will give approval for the funds or not.
McComb is concerned about her reasurance to museum fund donors about funds raised going to the ground work that could not easily be done with grant funds. McComb asked about a time line and Parascandola let the room know that a new scope of work needs to be in by the end of the month for reapproval. The town has no control over what this agency will give funds for. McComb asked Parascandola if she has a high level of confidence that the foundation will approve funds and Parascandola said that they do have confidence that funds will be allocated but there is no certainty.
-Hoffman let the room know that there was an archeological eval in the Village years ago and the only thing found was a button.

Round table:
- Parascandola gave a shout out to the library for hosting twelve events in the last two weeks.
- Parascandola shared that she is a CDPHP insurance recipient who received a notice that CDPHP is going through contract negotiations with Albany Med.
- Parascandola asked everyone to spread the word that there is a recovery coach and a recovery center here in Speculator. Richard Powers from Indian Lake is available to set up times to meet with substance abuse clients.
- HFM Prevention is planning a multi-agency outdoor skills day with the County and trailblaizers. Thursday February 20th, 2025 is the date they are planning on and, they wish to use the ball field and Sacandaga pathway for a skills day for kids in the community.
- O'Connell announced that the Speculator 4th of July committee will be hosting a Snow dance on Dec. 21st, 2024, from 6-9 p.m. at the Lemon Tree to bring back the old snow dance.
- Smith let the board know that she received a confirmation letter from the Secretary of State that the Local Law #2 Highway Superintendent Term to now be a four-year Term, has been filed on 12/4/2024 and is now officially a local law.

- A spouse of a retiree that receives the town's Retiree Health Insurance received a Humana card for 2025 in the mail and thought it was in error. Smith called all retirees on the town's insurance to let them know that the Humana cards are for prescriptions only and they will get a second card from the insurance company for medical coverage.
- Bain announced that Consolidated Health District has received a grant from Soil and Water through the Caring through Conservation mini grant, for the Town's Community gardens in the amount of $1,975.00. These funds went towards the greenhouse project and Bain thanked O'Connell for her hard work on this. O'Connell thanked the HWY Department for putting up the green house.
- Steve Page, the towns code enforcer will have his yearly report to the town in mid-January 2025.
- The town received a certificate of achievement for the Assessor, Lynn Billings for completing course training and attaining the state certified assessor. Bain congratulated Mrs. Billings.
- Bain announced that to date $2,115.00 has been additionally raised in museum donations thanks to Karen McComb and her donation letter.
-Bain had to send the swims NY grant paperwork back to the mayor after changes were made in the information requirements.
-AGA market will inspect the dog kennel this week.
-Bain thanked the board for hard work in 2024 and Merry Christmas and Happy New Year!

Next Meeting: Monday January 6, 2025 @ 7:00 P.M. @ Lake Pleasant Library
*****ON A MOTION BY**: Parascandola **2nd by:** O'Connell
TO ADJOURN @ 8:25 P.M.
ALL IN FAVOR
Respectfully submitted,
Stephanie Smith, Town Clerk