

## Town of Tupper Lake Regular Board Meeting

February 13, 2020

Roll Call: Supervisor Patricia S. Littlefield  
 Councilman John Quinn  
 Councilman Michael Dechene  
 Councilwoman Mary Fontana

Absent - Councilwoman Tracy Luton

Recording Secretary: Laurie J Fuller – Town Clerk

Press: Tupper Lake Free Press – Dan McClelland  
 Adirondack Daily Enterprise – Aaron Cerbone

Also: William Dechene – Highway Superintendent

Guest: Katie Stuart  
 Michelle Clement  
 James Lanthier  
 John Klimm & Barbara Close  
 Madeline Toliver

Supervisor Littlefield called regular Town Board Meeting to order at 6:02 p.m. opening with the Pledge of Allegiance.

John & Barbara Klimm spoke in the (3) minute public comment period, again speaking about Town repairing sidewalk that runs in front of their house along State Route 30.

Katie Stuart & Michelle Clement from (ROOST) the Regional Office of Sustainable Tourism spoke in (3) minute public comment period updating board, hoping to set up a meeting with Town and Village to discuss the 2020 marketing plan. They have partnered with The Wild Center, took out a half page ad in the Wall Street Journal, 120 five second commercials on Good Morning America Time Square Screen, purchased a digital kiosk to be set up at Wild Center, Northern Challenge was the biggest this year, already 350 applicants for Tinman event.

James Lanthier had a couple of photos of the Golf Course area to show the Board, one is Sugar Loaf Mountain, Mr. Lanthier also asked board if there was any chance the Town would consider purchasing Big Tupper Ski Area.

Councilman Dechene asked Jim if he would consider putting some of his photos up in Town lobby area.

One item added to the Agenda

Approve 30-day advance notice for The Lookout Bar & Grille at Tupper Lake Country Club

1. Approve Minutes:

Town Clerk provided each board member a drafted copy of minutes for meeting dated December 30, 2019 for approval.

Motion to approve minutes as written for meeting dated December 30, 2019 was made by Councilman Dechene.

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

2. Authorize Abstract, Budget Transfers,  
 & Budget Modification:

Town of Tupper Lake  
 Abstract #2 – February 13, 2020

Vouchers #  
 2019-0968 & 2019-0969

## 2020-0022 – 2020-0100

<u>Prepaid/Debit</u>	<u>Unpaid</u>	<u>Total</u>
\$6,673.73	\$306,302.32	\$312,976.05

Budget Transfers  
\$2,200.00

Budget Modification  
\$18,193.45

## 3. Town Departments Monthly Reports:

Code Officer

Monthly Report  
January 2020

3 Building Permits issued in January

1 Demolition Permit issued

1 Complaint filed

2 Fire calls (1forVillage)

Completed 9 field inspections

January 2020 miles logged 81

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary  
Code Enforcement Officer  
Town of Tupper Lake

Recreational Director  
Board Report Youth Activities  
2/11/2020  
Angie Snye

**Nordic Ski Trails:** The ski trails are seeing a lot of traffic! Thanks to everyone that has contributed to the ski trail donation fund, your support is very much appreciated. Thanks to all of our volunteer groomers that continue to set tracks for skiing and with the new fat tire bike groomer. Trail markers were ordered to coordinate with the map on this year's brochure, thanks to the volunteers that put them out. We held a very well attended ribbon-cutting ceremony to dedicate the James C. Frenette Sr. Recreational Trails – thank you to all the family and friends that came out to honor Mr. Frenette by helping us celebrate!

**Youth Ski Club:** Ski Club continues to meet twice a week; the skiing has been fantastic and everyone is making amazing progress! We are excited to be skiing with 4-time Olympic Biathlete Tim Burke this week!

**Junior Lumberjack Scramble:** The 4<sup>th</sup> annual Junior Lumberjack Scramble is Saturday February 15. We are expecting ski racers from Tupper, Old Forge, Lake Placid, Saranac Lake and hopefully other area communities. There will be prizes and raffles and refreshments.

**Tupper Tumbling:** Registrations for Tupper Tumbling were Thursday February 6. We have plenty of open spots for tumblers of all ages. We have advertised for people to call or stop in if they'd like to sign up, or if they'd like more information. Tumbling for kids 2 to 5 will be on

Saturdays, tumbling for kids 6 and up will be Thursdays. All classes will be held at the Maddox Hall this semester.

**Other:** We are continuing to take reservations for the campsite and pavilion. Conversations have been started regarding spring sports, baseball in particular. We will be holding signups for that in March. I will be at the public library on Tuesday February 18 at 11:00 for Nursery Rhyme crafts, hope to see some kiddos there!



Dog Control Officer

Town of Tupper Lake  
Dog Control Report

For the Month of: January 2020

Date: 2-10-2020

Complaints Received	3
Complaints Answered	3
Dogs Captured	0
Dogs return to owner	0
Impound Fees Collected	0
Dogs turned over to DCO	0
Dogs transported to Humane Society	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	0
Tickets issued	0

Report prepared by Wayne LaPierre, DCO

Handed out 2 complaint forms have not got them back yet.

Highway Superintendent

Town of Tupper Lake Highway Department  
Highway Superintendent  
William Dechene

January 7 – February 12

-Weekly dump run for the Town Hall and Maddox Hall

- Cold patched pot holes as needed
- Filled in frost dips with stone dust on Tamarac Drive, Haymeadow, Paskungameh Rd. Dugal Rd., and River Rd.
- Cleaned parking lots at Rod and Gun Club and widened Lake Simond Road for the Northern Challenge Fishing Derby.
- Plowed parking lots at the Town Hall, Maddox Hall, Country Club, and the lower parking lot at the Rod and Gun Club.
- The Village DPW used one loader and one tandem dump truck two nights to pick up snow.
- Plowed and sanded roads per weather conditions.
- Cut low hanging limbs on Hosley Ave. and Gaze Rd. and chipped brush.
- The snowmobile groomer was at the Park for the snowmobile races on January 24<sup>th</sup>.
- The groomer went to Mt. Matumbula on January 22<sup>nd</sup>, January 23<sup>rd</sup>, and February 10<sup>th</sup>.
- The groomer went on the tracks from Gull Pond to Floodwood on February 9<sup>th</sup> for the first time this season.

Motion to approve Town Departments Monthly reports as submitted was made by Councilman Quinn

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

#### 4. Committee Reports:

**Councilman Dechene** reported the Country Club Board of Director has contracted with former Market Place owners to purchase their kitchen equipment, only piece needed is a dishwasher which Town agreed to purchase at previous meeting, all equipment will be inventoried, take pictures of it.

**Councilman Quinn** reported on comments made about groomer snowmobile trails, Town roads are taking care of first, Highway Department did a great job last snow storm. Had a great turnout for Ribbon Cutting on the Janes Frenette, Sr. Recreational Trail. Meet with Broadband committee, Phil Wagschal willing to meet with internet service provider, maybe talk about town entering into an agreement with Mr. Wagschal.

**Supervisor Littlefield** reported the Towns contract with ROOST does not expire until June 1<sup>st</sup> 2020.

#### 5. Town Attorney's Retainer Agreement

Resolution #6 / 2020

Resolution # 6/ 2020

Agreement for Legal Services

**WHEREAS;** Town Attorney, Kirk Gagnier has sent a Retainer Agreement for legal services for the year 2020 for approval and;

**WHEREAS;** the firm has agreed to perform legal services for the town for the year 2020 for the sum of \$25,000.00 (\$2,083.34 per month).

**NOW THEREFORE BE IT RESOLVED;** at a regular town board meeting held February 13, 2020 a resolution was passed to accept agreement for legal services for the year 2020 at a rate of \$25,000.00 from Town Attorney Kirk Gagnier.

Date: February 13, 2020

Motion: Councilman Dechene

Seconded: Councilman Quinn

Absent: Councilwoman Luton

Action: Carried 4/0 vote Littlefield, Quinn, Dechene, Fontana

*Laurie J Fuller*

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Laurie J. Fuller – Town Clerk

#### 6. 2020 Littlewolf Rules & Regulations:

## 2020 LITTLE WOLF CAMPGROUND RULES & REGULATIONS

Welcome to the Town of Tupper Lake's Little Wolf Campground!

**PAYMENT:** Full payment is due upon making site reservation. Sites WILL NOT be held without payment.

**ARRIVAL/DEPARTURE:** Check-in: 1:00 PM, Check-out: 11:00 PM

**CANCELLATION POLICY:** Full refunds will be issued for cancellations made 7 calendar days prior to the first day of the reservation. Refunds will NOT be issued for cancellations made with fewer than 7 days' notice.

**SEASONAL RENTALS:** A \$100.00 deposit for seasonal rentals is due before or on Labor Day of the previous season. Full payment for seasonal rentals is due IN FULL by May 1<sup>st</sup>. There will be no exceptions. If a seasonal site is not paid in full, the site will be forfeited.

**SEASONAL SITE SUBLETTING or TRANSFER OF SITE:** Seasonal sites are designated to the name on the reservation only. Seasonal campers that vacate their site before the end of the season (Labor Day) are NOT permitted to sublet their sites. Seasonal campers are NOT permitted to transfer their site to family members or anyone else at any time. Seasonal campers that leave before the end of the season should notify the Beach Office of their departure. Seasonal campers that decide not to return for the following seasons are NOT permitted to transfer the site to a family member or anyone else.

**SEASONAL CAMPER WAITLIST:** The waitlist for Seasonal Sites is currently full. No additional names will be added at this time.

**NOISE ORDINANCE:** Music and excessive noise must be quieted at 10:00 pm each night. Quiet hours are to be observed from 10:00 pm to 8:00 am. Excessive noise will not be tolerated.

**VISITORS AND CHILDREN:** All campers and their visitors are required to conduct themselves in a respectable manner. All children must obey the curfew of 9:30 PM and be at their campsite or accompanied by a parent. **No children under the age of 18 may be left at the campground without adult supervision. Children 5 years and under must be supervised at all times in playground area.**

**PUBLIC BEACH:** Campers must follow Little Wolf public beach rules.

**CAMPERS PRIVATE BEACH:** Supervised swimming is allowed at the designated private camper beaches. Swimmers under the age of 14 may swim under the supervision of an adult 21 years or older. **Swimmers over the age of 14 will swim at their own risk.** If unsupervised swimming is witnessed, the swimmer/camper will receive 2 warnings, upon a third warning the camper must vacate their site and forfeit their seasonal campsite permanently.

**SNACK BAR:** The Snack Bar will operate Memorial Day through Labor Day. Snacks, drinks, wood and ice are available.

**Public Restroom and Showers:** Restrooms, changing stalls and outdoor shower are open to the public. Indoor showers are reserved for guests of the campsite only. See the campground caretaker for instructions.

**VEHICLES:** No more than 2 vehicles at a site at any given time. Additional parking is available by beach area. In accordance with the town ordinance: **No ATV's (3 & 4 Wheelers) or dirt bikes allowed in the campsite.**

**MAXIMUM OCCUPATION:** There will be no more 8 guests per site RV site and no more than 6 guests per tent camping site. RV sites are permitted one tent per site (screen tent, gazebo or sleeping tent). Tent camping sites are permitted one large tent or two small tents.

**SPEED LIMIT:** Speeding WILL NOT be tolerated. Please observe the 10 MPH speed limit.

**WILDLIFE:** **Do not** feed ducks, geese, seagulls or other wildlife. Be aware of bears and other critters and do not leave food unattended.

**GARBAGE:** The Campground garbage site is for CAMPERS ONLY. Violators will be prosecuted.

**SEWAGE:** A dump station is available at the front entrance. There is a \$10 charge for non-campers and non-residential dumps.

**DOGS:** Provide proof that your pet(s) is current on all required shots prior to check-in. All pets must be attended, leashed and cleaned up after in all areas of the campground.

**CABLE:** Cable TV is available at each site. You must make your own arrangements with your cable company.

**CAMPFIRES:** Campfires are permitted and must be attended at all times. A maximum of half cord (4' x 4') of wood can be stored per camp site. Please do not place ashes in your trailer. Please contact caretaker if you need assistance with ash cleanout. **During NYS burn bans, no fires of any type are permitted.**

**FIREWORKS:** Release of fireworks are not permitted in campsites. If fireworks are launched on the campground the violator will receive 1 warning, upon a second warning the camper must vacate their site and forfeit their seasonal and /or campsite permanently. Fireworks may be launched on the PUBLIC beach, away from campsites. Campers MUST remove all firework debris from beach prior to beach opening for public swimming.

**SMOKING:** Smoking is prohibited around concession stand, on the beach or in the pavilion. Use a trash receptacle for cigarette butts, do not litter.

**LITTERING:** Do not litter in any area of the campground. Use trash receptacles provided.

**PAVILION:** The pavilion is available for first-come-first-serve use unless it has been reserved for a private event. For information on making reservations for exclusive use, please contact the Recreation Director at the Town Hall 518-359-3870. The Town of Tupper Lake Day Camp reserves the pavilion for camper use every Tuesday and Thursday, July 7, 2020 through August 13, 2020.

Town of Tupper Lake reserves the right to take any action at equity and/or law that we deem appropriate to enforce the Rules and Regulations of Little Wolf Beach Campgrounds. All campers and their visitors are required to obey all municipal ordinances, resolutions and other laws, all county regulations and laws, all state laws and all federal laws.

**If there are problems, please let us know. We cannot correct or fix these problems if we do not know about them.**

**I have read and understand the rules and regulation of Little Wolf Beach and Campground.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Site number

Motion to approve 2020 Littlewolf Campground Rules & Regulations with edits made was made by Councilwoman Fontana

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

7. Snowmobile Agreement with  
Franklin County  
Resolution #7 /2020:

Town of Tupper Lake Town Board  
Franklin County, New York

**Resolution #7 / 2020**

Ref: Agreement with Franklin County for Snowmobile Trail Grooming

**WHEREAS:** The Franklin County Legislature has provided in its budget monies for the purpose for the 2019-2020 snowmobile season to maintain and groom snowmobile trails within the County and,

**WHEREAS:** The County of Franklin pursuant to Resolution No.341, hereby agrees to allocate the sum of \$2,352.00 to the party of the second part, together with such funds that have been or may be received for snowmobiling purposes, which payment constitutes the County’s full obligation with respect to this agreement and the consequences arising there from except as herein provided. This agreement is to run for the calendar year 2020.

**WHEREAS:** this agreement is to reimburse us for maintaining and grooming trails. Payments will be in two payments 70% - \$1,646.40, remaining 30% - \$705.60 the 30% will be given to the Tupper Lake Snowmobile Club, for gas for machines, building bridges, and cutting brush on trails.

**WHEREAS:** at a regular Town Board meeting February 13, 2020, Councilman Dechene made a motion to approve resolution #7 2020 Agreement with County for grooming Snowmobile Trails, Seconded by Councilman Quinn. All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana.

Date: February 13, 2020

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Laurie J Fuller, Town Clerk RMC

8. Audit of Court Records for 2019  
Resolution #8/2020:

**TOWN JUSTICE’S ANNUAL REPORT – 2019 FISCAL YEAR**

<b>MONTH</b>	<b>AMOUNT</b>	<b>DEPOSIT</b>
January	\$10,743.00	\$10,743.00
February	\$9,204.00	\$9,204.00
March	\$12,381.00	\$12,381.00
April	\$9,596.00	\$9,596.00
May	\$15,022.00	\$15,022.00
June	\$12,407.00	\$12,407.00
July	\$12,791.00	\$12,791.00
August	\$17,749.00	\$17,749.00
September	\$13,641.00	\$13,641.00
October	\$18,017.50	\$18,017.50
November	\$9,136.00	\$9,136.00
December	\$5,662.00	\$5,662.00

**TOTAL \$146,349.50**

Traffic Diversion Program \$3,900.00

**RESOLUTION #8 /2020**

RESOLUTION AUDITING TOWN COURT’S RECORDS AS PER REQUEST  
FROM STATE OF NEW YORK UNIFIED COURT SYSTEM

**WHEREAS;** the State of New York Unified Court System has requested the Town Audit the Town of Tupper court’s records annually and,

**WHEREAS;** at a Town Board Meeting held February 13, 2020 the Town Board reviewed court records for the year 2019 and passed a resolution approving the auditing Justice Leonard F. Young III court’s records to be satisfactory.

**Date:** February 13, 2020

**Motion:** Councilman Dechene

**Seconded:** Councilman Quinn

**Absent:** Councilwoman Luton

**Action:** Carried 4/0 Littlefield, Quinn, Dechene, Fontana

*Laurie J Fuller*

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Laurie J. Fuller – Town Clerk RMC

9. Awarded JCAP Grant:

The Town applied again this year for the Justice Court Assistance Program (JCAP) grant and was awarded \$18,193.45.

10. Appoint Gerry Goldman to Board of Assessment Review:

**Resolution #9 – 2020**

**Of**

**The Town Board of the Town of Tupper Lake  
Franklin County, New York**

**WHEREAS,** Mr. Garry Lanthier is resigning from the Board of Assessment Review as of December 31, 2019, and

**WHEREAS,** Mr. Gerry Goldman is interested in filling the open seat, as per his letter address to the board.

**NOW THEREFORE BE IT RESOLVED,** at a Regular Town Board Meeting held February 13, 2020 Councilman Quinn made a motion to appoint Mr. Gerry Goldman to the open seat on the Board of Assessment Review, Seconded by Councilman Dechene.

Supervisor Patricia S. Littlefield	AYE
Councilman John Quinn	AYE
Councilman Michael Dechene	AYE
Councilwoman Mary Fontana	AYE
Councilman Tracy Luton	ABSENT

Date: February 13, 2020

*Laurie J Fuller*

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Laurie J Fuller – Town Clerk RMC

11. Approve Town Clerk & Deputy to attend Conference:

Councilman Quinn made a motion for Town Clerk and Deputy to attend Annual Conference in Albany, April 26<sup>th</sup> – 29<sup>th</sup> 2020.

Seconded by Councilman Dechene

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

12. Authorize 30-Day Advance Notice

For the Lookout Bar & Grille:

## WAIVER OF NOTICE PREQUIREMENT

The Town of Tupper Lake recognizes the proposed on premises liquor license application of THE LOOKOUT BAR & GRILLE AT TUPPER LAKE LLC, for premises located at 141 Country Club Road, Tupper Lake, New York and has received the attached standardization Notice Form for Providing 30 day advance notice to a Local Municipality or community board and waives the notice requirement and any future requirement for and amendment to such notice.

Town of Tupper Lake

By: Patricia S. Littlefield, Town Supervisor

February 13, 2020

Motion to authorize the Supervisor to sign 30- day advance notice for liquor license application for the Lookout Bar & Grille was made by Councilman Dechene

Councilwoman Fontana questioned if they would be applying for a ball park license which is a separate license, need to check with Attorney.

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

13. Adjourn:

Motion to adjourn at 7:05 p.m. was made by Councilman Quinn

Seconded by Councilman Dechene

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

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Laurie J Fuller – Town Clerk RMC