

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

SUBJECT: Franklin County Grant Acceptance Date: 8/25/2025

DEPT OF ORIGIN: Village Manager BILL # 116-2025

DATE SUBMITTED: 8/18/2025 EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution to authorize the acceptance of Franklin County Grant to be applied towards ROOST Contract

RECOMMENDED ACTION

MOVED BY: Scollin SECONDED BY: White

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

no

FRANKLIN COUNTY TOURISM SMALL BUSINESS GRANT PROGRAM AGREEMENT

THIS AGREEMENT, entered into this 7th day of August 2025 by and between **Village of Saranac Lake** having its principal office at **39 Main St. Saranac Lake, NY 12983** (hereinafter "Awardee") and the Franklin County Government Office of Economic Development & Tourism having its principal office at 355 West Main Street, Suite 438, Malone, NY 12953 (hereinafter "FCOEDT").

WHEREAS, the FCOEDT, by action of the Board of Legislators, has authorized the provisions of funds from the FCOEDT to the Awardee, for the purpose of stimulating economic growth through tourism promotion in the manner described on Exhibit A hereto.

NOW, THEREFORE, the parties do agree as follows:

1. Project Description. The FCOEDT will award funds to the Awardee, and the Awardee agrees to use the funds for the purposes set forth on Exhibit A hereto (the "Project").
2. Award Amount. The Awardee agrees to receive, and the FCOEDT agrees to award, up to the sum of **\$5,000** for the Project.
3. Term. The term of this Agreement is one (1) year from its effective date as listed above. The project must be completed during the term of this Agreement and all eligible expenses must be incurred during the term. Expenses incurred before or after the term of this Agreement are ineligible.
4. Award Disbursement. The FCOEDT will disburse funds to the Awardee upon completion of the project outlined in Exhibit A and after all proof of payments and attribution are submitted on a 50% reimbursement basis not to exceed the award amount. Reimbursement requests will be made through an online form found on the Franklin County Website.
5. Deliverables and Performance Indicators. Deliverables are in part taken from project description defined in application. Appropriate measures should be taken to track deliverables.
6. Attribution. All materials must be approved by FCOEDT before they are printed or published for distribution. All marketing materials must include reference to Explore Adirondack Frontier.
7. Repayment. The Awardee must operate the Project and comply with all conditions set forth on Exhibit A hereto, for no less than three (3) years after payment of the award described herein. If the Awardee fails to continue to operate the Project at any time with the three (3) year period after the award is paid to Awardee and/or fails to comply with all the conditions set forth on Exhibit A, then, in that event, the Awardee must repay to the FCOEDT the following portions of the Award amount within 30 days of written demand by the FCOEDT:
 - a. 100% of the award must be repaid for non-compliance that occurs at any time within one year after funding is dispersed.
 - b. 66% of the award must be repaid for non-compliance that occurs at any time more than one year after but within two years after the funding is dispersed.
 - c. 33% of the award must be repaid for non-compliance that occurs at any time more than two years after but within three after funding is dispersed.

8. Treasurer Registration. The Awardee, if it is a business that provides lodging for guests as defined under the Franklin County Room Occupancy Tax Law (hereinafter "Law"), shall be registered and shall remain registered, with the Franklin County Treasurer and be in compliance with the Law.
9. Hold Harmless Agreement. The Awardee agrees to indemnify, defend, and hold harmless the FCOEDT from and against any and all claims, demands, or causes of action in any way arising out of their involvement with the Project.
10. Assignments. The Awardee shall not assign or otherwise transfer any of its rights, duties or obligations under this Agreement without the FCOEDT's advance written authorization.
11. Applicable Law. This Agreement and the rights and obligations of the parties hereunder shall be construed and interpreted in accordance with the laws of the State of New York.
12. Recapture of Funds. The FCOEDT reserves the right to recapture awarded funds in the event that the Awardee fails to (1) comply with the terms of this Agreement, or (2) accept conditions imposed by the FCOEDT at the direction of the federal, state and local agencies.
13. Cost of Court Expenses. The Awardee agrees to pay reasonable attorney's fees, court costs and disbursements in the event that the FCOEDT takes legal action against the Awardee to enforce the FCOEDT's rights under this Agreement.
14. Certification. The Awardee certifies that all information, which has been or will be submitted as required by this agreement, is true, correct, and complete.

IN WITNESS WHEREOF, the Awardee and the FCOEDT have executed this Agreement as of the date first above written.

FRANKLIN COUNTY
COUNTY MANAGER

AWARDEE Village of Saranac Lake

By: _____

By: _____

FRANKLIN COUNTY ATTORNEY
APPROVED AS TO FORM:

DIRECTOR OF ECONOMIC DEVELOPMENT AND TOURISM,
FRANKLIN COUNTY

By: : Janelle LaVigne
Janelle LaVigne (Aug 15, 2025 15:05:35 EDT)

By: Phil Hans
Phil Hans (Aug 15, 2025 13:13:28 EDT)

**FRANKLIN COUNTY OFFICE OF ECONOMIC DEVELOPMENT & TOURISM
FRANKLIN COUNTY TOURISM SMALL BUSINESS GRANT PROGRAM AGREEMENT
EXHIBIT A - PROJECT DESCRIPTION & DELIVERABLES**

1. Project Description: Funds that will support The Village of Saranac Lake contract with Regional Office of Sustainable Tourism (ROOST).
2. Budget. Award Amount: **\$5,000.00**
The award amount cannot exceed 50% of the Total Budget. Only Eligible Expenses, as listed below, will be reimbursed.

Eligible Expenses	Estimated Cost
Funds will be allocated to the Village of Saranac Lake's tourism marketing contract with ROOST.	10,000
Total Budget	10,000
Minimum Expenditure Required to Receive Full Reimbursement	10,000

3. Deliverables. Digital files of any creatives, proof of payments, and proof of attribution.
4. Attribution. All creatives must include the Explore Adirondack Frontier logo and be submitted for approval before use.
5. Other Conditions. None