

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

SUBJECT: PTAB Appointments

Date: 11/24/25

DEPT OF ORIGIN: Trustee White

Bill # 174-2025

DATE SUBMITTED: 11/20/25

EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

**EXPENDITURE
REQUIRED:** \$

**AMOUNT
BUDGETED:** \$

**APPROPRIATION
REQUIRED:** \$

SUMMARY STATEMENT:

A resolution to appoint Peter Waldt and Allison Brunner to the Parks and Trails Advisory Board, and confirm Colleen O'Neil as Chair, Jim Cunningham as Vice Chair, and Mary Thill as Secretary.

MOVED BY: White **SECONDED BY:** Ryan

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE SCOLLIN

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE WHITE

yes

**RESOLUTION TO APPOINT NEW MEMBERS TO THE
PARKS AND TRAILS ADVISORY BOARD AND CONFIRMATION OF OFFICERS**

WHEREAS, the term for one member (Ezra Schwartzberg) of the Parks and Trails Advisory Board expires at the end of the year and has chosen not to renew; and

WHEREAS, one member (Ashley Garwood) of the Parks and Trails Advisory Board has resigned; and

WHEREAS, the Parks and Trails Advisory Board has two vacancies; and

WHEREAS, Peter Waldt and Allison Brunner have been recommended as new members by the Parks and Trails Advisory Board by unanimous vote; and

WHEREAS, Colleen O'Neil has been confirmed as Chairperson, Jim Cunningham as Vice Chair, and Mary Thill as Secretary.

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees hereby appoints Peter Waldt and Allison Brunner for a term that is in accordance with the Bylaws.

Resolution Authorizing the Creation of the Village of Saranac Lake

Cannabis Sales Taxation Funds Grant Program

WHEREAS, the State of New York, through the Marijuana Regulation & Taxation Act of 2021, legalized adult-use cannabis and established an excise tax on cannabis sales, a portion of which (4% local tax) is distributed to local governments for community benefit (with 75% of the local tax revenue allocated to the municipalities where the sales occur); and

WHEREAS, the Village of Saranac Lake anticipates receiving revenue from cannabis sales within its jurisdiction as its share of this local cannabis excise tax, and the Village Board of Trustees wishes to utilize these funds in a manner that directly benefits the residents of the Village; and

WHEREAS, the Village is committed to managing public funds with transparency and accountability, ensuring that the allocation of cannabis tax revenue is done through a fair and accessible process that maximizes local benefits; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Saranac Lake as follows:

1. **Establishment of Program:** The Village of Saranac Lake hereby establishes the Cannabis Sales Taxation Funds Grant Program (hereinafter "the Program") to reinvest a portion of local cannabis sales tax revenues into the community. The Program's purpose is to fund eligible projects and initiatives that benefit the residents of the Village.
2. **Funding Priorities:** The Program shall prioritize funding projects in the following categories: Youth Programs, Support for Seniors, Recreational Opportunities. All grant proposals must demonstrate alignment with at least one of these priority areas.
3. **Administration:** The Program will be administered by the Village Manager (or their designee). The Village Office is responsible for managing the intake of grant applications, ensuring applications are complete, and performing an initial review of each proposal's alignment with the Program's priorities and guidelines.
4. **Grant Application Process:** Applications shall be accepted on a rolling basis throughout the year, allowing for timely opportunities as needs arise. The Village Manager shall develop and make available a standard application form that outlines the required information (including project description, objectives, target audience, budget details, and expected outcomes) to be submitted by applicants. Completed applications are to be submitted to the Village Office, which will log each application and perform the initial review as described above.
5. **Eligibility and Use of Funds:** Eligible applicants are limited to non-profit organizations or those with an eligible non-profit fiscal sponsor, consistent with Village policy and state law. Grant funds must be used for purposes consistent with the submitted application and Program guidelines. Funds shall not be used to pay for salaries or wages of staff, and shall not be applied to costs of projects already completed prior to approval (no retroactive funding). Any expenditure of grant funds must comply with all applicable laws and regulations. The Village reserves the right to require documentation of expenses and to audit the use of grant funds for compliance.

6. **Funding Limits:** The maximum grant award per project shall be \$5,000. This cap is established to distribute funds broadly and encourage additional investment by project sponsors. The Village Board may, in exceptional cases, consider exceeding the \$5,000 cap for a project that has significant merit and matching support, but any such decision is at the discretion of the Board on a case-by-case basis.
7. **Approval of Grants:** All grant awards must be approved by a majority vote of the Village Board of Trustees at a duly convened public meeting. After the Village Manager's initial review, applications deemed eligible and appropriate will be forwarded with recommendations to the Village Board. The Board will review each recommended application in light of the Program's goals and the Village's budget availability. Approval will be recorded via resolution.
8. **Disbursement of Funds:** Upon approval of a grant by the Board, the Village Treasurer, in coordination with the Village Manager, is authorized to disburse funds to the grantee up to the approved award amount. All disbursements will follow standard Village financial procedures and controls.
9. **Reporting and Oversight:** Grantees are required to provide a final report to the Village detailing the use of funds and project outcomes. The Board of Trustees directs the Village Manager to include a summary of the Program's grants and outcomes in an annual report to the Board and public, to ensure transparency and allow the Board to evaluate the Program's impact. Failure of a grantee to fulfill reporting obligations or to use funds properly may result in the Board taking appropriate action, including requiring reimbursement of funds or disqualifying the organization from future grants.
10. **Effective Date:** This resolution shall take effect _____ . The Program is authorized to commence upon adoption of this resolution, and the Village Clerk may begin accepting applications forthwith. The provisions of this Program shall be incorporated into Village administrative procedures, and notice of the Program's availability shall be made to the public (including posting on the Village website and outreach to local organizations).