

# Warren County Board of Supervisors

RESOLUTION NO. \_\_\_ OF 2012

**Resolution introduced by Supervisors Monroe, Merlino, Thomas, Kenny and Dickinson**

**APPROVING AND AUTHORIZING REIMBURSEMENT FOR ADDITIONAL MATERIALS  
NEEDED FOR PARKING AT THE BIG APPLE CIRCUS AT THE CHARLES R. WOOD  
PARK**

RESOLVED, that the Warren County Board of Supervisors hereby approves and authorizes reimbursement for expenses incurred in connection with the establishment of additional parking at the Charles R. Wood Park during the Big Apple Circus in an amount not to exceed Two Thousand Three Hundred Sixty-Nine Dollars and Four Cents (\$2,369.04) as shown on an invoice submitted by the Village of Lake George, and be it further

RESOLVED, that the reimbursement be paid from the from the specific fund set up by the County Treasurer for fees and other payments received for use of the Charles R. Wood Park (Code No. A.1625 465 Charles R. Wood Park - Road/Bridge Materials).

No 2082

Statement  
**VILLAGE OF LAKE GEORGE**  
P.O. Box 791  
Lake George, New York 12845  
518-668-5771

TO: WARREN COUNTY  
1340 STATE ROUTE 9  
LAKE GEORGE NY 12845

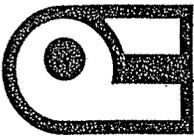
JULY 31, 2012  
DATE

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FOR: ADDITIONAL MATERIALS NEEDED FOR CIRCUS PARKING LOT  
CHARLES R. WOOD PARK  
   
   
   
 

Total Amount Due \$2,369.04

Very truly yours,  
DARLENE GUNTHER, CLERK-TREASURER



Invoice Number: 554394  
Invoice Date: 7/6/2012

# Peckham Materials Corp

A subsidiary of Peckham Industries, Inc.  
20 HAARLEM AVE • WHITE PLAINS, NEW YORK 10603 • 914-949-2000

Federal ID.# 14-1470013

# INVOICE

Village Of Lake George  
26 Old Post Rd Pob 791  
Lake George, NY 12845 USA

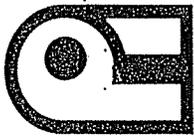
Customer	Plant	PO Number	Description	Unit	Quantity	Price	Amount	
55800	35 PMC - CHESTERTOWN STONE							
07/06	1315	304.03 ITEM 4-1 1/4 (FOB)	113 Circus Tons	128.55	8.25	1,060.54	1,060.54	
07/06	1342	SHOULDER STONE (FOB)	113 Circus Tons	21.55	8.00	172.40	172.40	
07/06	3883	TRANS.CHG ZONE 525 (FOB)	113 Circus Tons	150.10	5.25	788.03	788.03	
							Net 30 Days	

0.00

2,020.97

2,020.97

Circus 2020.97  
348.07  
Total \$ 2,369.04



**Peckham Materials Corp**

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**20 HAARLEM AVE • WHITE PLAINS, NEW YORK 10603 • 914-949-2000**

Federal ID # 14-1470013

Village Of Lake George  
26 Old Post Rd Pob 791  
Lake George, NY 12845 USA

# INVOICE

Page: 130

Invoice Number: **555508**

Invoice Date: **7/13/2012**

55800 35 PMC - CHESTERTOWN STONE Net 30 Days

DATE	ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
07/13	1315	304.03 ITEM 4-1 1/4 (FOB)	42.19	Tons	8.25	348.07
						348.07

0.00 348.07

Run Date: 07/12/2012 Time: 15:58:17

VILLAGE OF LAKE GEORGE  
PURCHASE ORDER

PO Number: 113

Date: 07/12/2012

Vendor: 160004  
PECKHAM INDUSTRIES CORP  
PO BOX 13783  
NEWARK, NJ 07188-3783

FAX# ( ) - PHONE# (518) 747-3353

Ship To: VILLAGE OF LAKE GEORGE  
26 OLD POST ROAD  
LAKE GEORGE, NY  
12845-0791

Bill To: VILLAGE OF LAKE GEORGE  
PO BOX 791  
LAKE GEORGE, NY  
12845-0791

Purpose: BD APPROV 7/5/12 FOR THE CIRCUS PARKING LOT

Qty.	Unit	Description	Total Qty	Unit Price	Amount
1285 150.10	T	ITEM 4 @ GASLIGHT A -5110-0400-0000-0000 INCL TRUCKING REIMBURSED BY CTY OR CIRCUS	150.1	8.25 <del>13.55</del>	1060.54 <del>2,033.86</del>
42.19		Item 4 Stone (7/13)		8.25	348.07
21.55		Shoulder stone		8.00	172.40
150.1		transport chg		5.25	788.03
				TOTAL:	<del>348.07</del> \$2,033.86

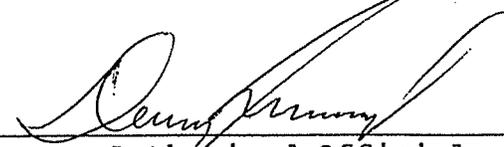
\*\*\*\*\*  
 \* VOUCHERS MUST BE RECEIVED BY 10TH OF MONTH  
 \* FOR PAYMENT TO BE MADE AT MONTHLY AUDIT  
 \* TAX EXEMPT 14-6002271  
 \*\*\*\*\*

\$ 2369.04

Inv # 554394 \$2020.97

Inv # 555508 348.07

2369.04

  
 \_\_\_\_\_  
 Authorized Official

Ordered By      Requisition Date      Requisition Number      Approved By

APPROVED  
 DJ MCKINNEY  
 PURCHASING AGENT

MILLER, MANNIX, SCHACHNER & HAFNER, LLC  
ATTORNEYS AT LAW  
15 WEST NOTRE DAME STREET, P.O. BOX 765  
GLENS FALLS, NEW YORK 12801  
(518) 793-6611 - (800) 421-6166  
EIN 14-1827242

VILLAGE OF LAKE GEORGE  
P.O. BOX 791  
LAKE GEORGE NY 12845

Page: 1  
08/20/12  
FILE NO. 10763-001  
STATEMENT NO: 27

PLANNING & ZONING SPECIAL COUNSEL MATTERS

	HOURS	
07/03/12 PHONE CONFERENCE WITH VILLAGE MAYOR RE: GASLIGHT VILLAGE SEQRA REVIEW AND VILLAGE ZBA ISSUES PHONE CONFERENCE WITH WARREN COUNTY ATTORNEY RE: GASLIGHT VILLAGE SEQRA REVIEW RECEIPT AND REVIEW OF GASLIGHT VILLAGE SEQRA DOCUMENTATION		
07/04/12 REVIEW GASLIGHT VILLAGE SEQRA DOCUMENTATION REVISE GASLIGHT VILLAGE SEQRA DOCUMENTATION		
07/10/12 PHONE CONFERENCE WITH VILLAGE CLERK RE: GASLIGHT VILLAGE SEQRA REVIEW		
FOR CURRENT SERVICES RENDERED	3.30	528.00
TOTAL CURRENT WORK		528.00
BALANCE DUE		<u>528.00</u>



# VILLAGE OF LAKE GEORGE, NEW YORK

P.O. BOX 791  
12845

ROBERT M. BLAIS  
Mayor

DARLENE V. GUNTHER  
Clerk-Treasurer

TRUSTEES  
John Earl  
Ray Perry  
John Root  
Joseph Mastrodomenico, Jr.

ENFORCEMENT OFFICER  
Douglas Frost

518-668-5771  
Fax: 518-668-3735  
E-mail: lgville@nycap.rr.com



August 20, 2012

Paul Dusek, Administrator  
Warren County Municipal Office  
1340 State Route 9  
Lake George, NY 12845

RE: Grant application invoice

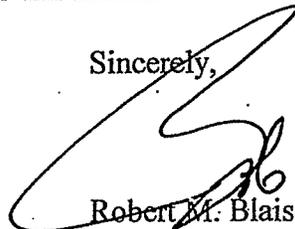
Dear Paul:

Enclosed please find bill from Elan for last grant submission for funding to New York State for Wood Park. We have a completed grant application on file in our office.

Would you please place this on our agenda for the next Ad Hoc Committee meeting? The PMEC recommends payment from our Park fund.

Thank you for your attention to this matter.

Sincerely,



Robert M. Blais  
Mayor

PS: I also have three quotes on preparing a marketing booklet for the Festival Space. Would you please place that on agenda as well?

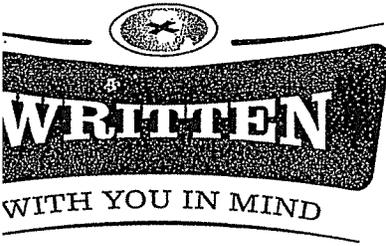
Enc.

RMB/das

RECEIVED

AUG 21 2012

Office of Warren  
County Administrator



Village of Lake George, NY  
Attn: Mayor Robert Blais  
PO Box 791  
Lake George, NY 12845

Re: Charles R. Wood Park RFP<sup>®</sup>

Dear Mayor Blais:

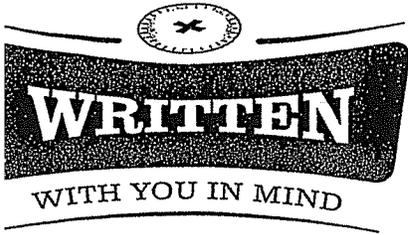
Enclosed you will find a response to your request for proposals to prepare a marketing brochure for Festival Space at Charles R. Wood Park. Trampoline Design has been in business for nearly 10 years with a focus on promoting our region and the businesses within it. It would be our pleasure to work with you on this project.

If, upon review, you have any questions on our quote please feel free to contact me at our office, 798-9155.

Thank you and we look forward to hearing from you.

Sincerely,

Paula Slayton  
Business Manager



VILLAGE OF LAKE GEORGE, NY  
PROJECT PROPOSAL

July | 27 | 2012

**client name** > Village of Lake George | Charles R. Wood Park Brochure

**description** > Design, copywriting & printing of trifold brochure

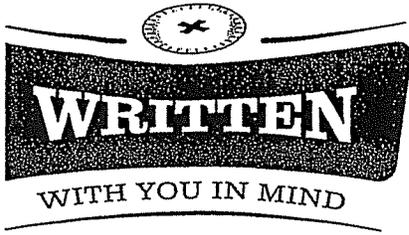
**creative development, design & production** >

- Creative messaging/look ..... *Trampoline creative concepts.*
- Illustration & photography..... *Signal art created by Trampoline.*
- Copywriting/text edits..... *Provided by Trampoline, client edits.*
- Design & layout ..... *Trampoline sets up to client spec.*
- Revisions..... *Includes 2 proofing stages and 1 final sign-off stage.*
- Final output ..... *Combination of electronic media, including e-mail, PDFs, files on CD & hardcopy to printer or pub.*
- Printing/Media ..... *Costs for printing/media are additional.*

Deliverables	COST
<b>Logo Design/Update</b> Includes design and/or update of logo for use on the marketing brochure to promote Festival Space at Charles R. Wood Park.	\$1,000
<b>Trifold Brochure Design</b> Includes design and layout of a trifold brochure for distribution at various venues promoting the Charles R. Wood Park. Brochure will include signal art, color palette and updated logo.	\$3,750
<b>Copywriting</b>	\$375
<b>Production Management &amp; Meeting Time</b>	\$500
<b>Printing</b> Printing cost based on a quantity of 1000 Uncoated *recommended	\$533
Coated	\$234
<b>TOTAL (printing on uncoated)</b>	<b>\$6,158</b>
<b>TOTAL (printing on coated)</b>	<b>\$5,859</b>

CONFIDENTIAL:  
 for Village of Lake George, NY





VILLAGE OF LAKE GEORGE, NY
CONTRACT: CHARLES R. WOOD PARK BROCHURE

July 1 27 1 2012

terms >

- 50% due at start of project w/signed contract, 50% upon completion of project.
• Final monthly payment due within 20 days of invoice date, after which a 1.5% monthly late fee is imposed.
• Quote is effective for 30 days. Trampoline Design retains the right to bill the entire project in full or cancel terms.

rate >

Price includes 3 rounds of changes. Any changes made after the 3rd round OR final signed approvals will be billed at an hourly rate of \$125/hr. Rush fees may apply. Client reserves the right to decline any design work, but agrees to compensate for the amount of time spent on the project based upon a \$125/hr. fee.

read carefully! >

Total cost is based upon specific, up-to-date requests. Unforeseen changes or additions to the original scope of work will be billed accordingly on final or separate invoice. Once Trampoline Design receives additional information regarding production, deadline, updates/revisions and final output of project, an itemized description of services and cost will be provided on final or separate invoice. \_\_\_\_\_ (initial).

rights transferred >

The material transferred can be used only for the purposes stated within this contract. All other use(s) and modification(s) is (are) prohibited. All rights not transferred remain the property of Trampoline Design. Usage beyond that granted to the Client herein shall require payment of a mutually agreed upon additional "Reuse Fee" subject to all terms. All materials, including intermediate milestone deliverables, may not be copied without the permission of Trampoline Design, and must be returned after use. Any transfer of rights is conditional upon receipt of full payment. \_\_\_\_\_ (initial)

By signing below & returning to Trampoline Design, this quote will also serve as a contract. Client acknowledges & agrees to above terms, fees and confidentiality.

Your signature below indicates approval to start project.

>> \_\_\_\_\_ Date: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone/Fax/Cell: \_\_\_\_\_

E-mail/web: \_\_\_\_\_

Organization Tax status: \_\_\_\_\_ ID#: \_\_\_\_\_

DEREK SLAYTON
Principal, Creative Direction

SEAN MAGEE
Principal, Brand Strategy

## Mayor Blais

---

**From:** Jeff Ellis <jellis@lpmedia.net>  
**Sent:** Thursday, July 26, 2012 2:58 PM  
**To:** lgvmayor@nycap.rr.com  
**Subject:** Quotation for Marketing Brochure for Festival Space at Charles R. Wood Park  
**Attachments:** Village\_of\_Lake\_George\_NY\_tri-fold\_Quotation\_7.26.12.pdf

**Importance:** High

Dear Mayor Blais--

Please find our attached Quotation for the above referenced project.

Feel free to contact my office or the office of our company president John Daniels with any questions. John's direct line is 518-880-0300, x320.

L&P Media is currently under contract with both the Lake George Chamber of Commerce and Warren County Tourism, and we look forward to possibly working with the Village of Lake George as well.

Thank you.

Kind Regards,

Jeffrey Ellis  
L&P Media  
A Division of Light & Power Communications, Ltd.  
255 River Street  
Troy, NY 12180  
Toll Free: 1-800-201-5949  
Ph: 518-880-0300, x350  
Fx: 518-880-0390  
[jellis@lpmedia.net](mailto:jellis@lpmedia.net)  
[www.lpmedia.net](http://www.lpmedia.net)

<http://www.facebook.com/LPMediaNY>

**L&P Media - Celebrating 35 Years of Communications Excellence!**

*DANIEL'S  
PUR w/ ELAN QUOTE!  
B*



A Division of Light & Power Communications Ltd.

REPLY TO:

L&P Media  
255 River Street  
Troy, NY 12180  
(518) 880-0300  
(518) 880-0390 Fax

### Quotation

Date: July 26, 2012

To: Village of Lake George, New York  
P.O. Box 791  
Lake George, NY 12845

Attn: Mayor Robert Blais  
E: [lgvmayor@nycap.rr.com](mailto:lgvmayor@nycap.rr.com)  
P: 518-668-5771

Project: Marketing Brochure for Festival Space at Charles R. Wood Park

Light & Power Quotation No: LGV\_TriFold\_72612\_je1

Item:	Description:	TOTAL:
	<p>The Village of Lake George, New York (Village) seeks the creation of a tri-fold promo/marketing brochure for use by Chamber, Village and County to promote Festival Space at Charles R. Wood Park at various venues.</p> <p>L&amp;P Media shall design a full-bleed, full color tri-fold brochure, size 8 1/2" x 11", including design, copywriting and printing on 100lb stock of 1,000 copies.</p> <p>L&amp;P Media shall offer (1) design concept and allow for up to (2) revisions by the Village. Existing graphics and text shall be made available by the Village and/or by Elan Planning &amp; Design of Saratoga Springs, NY.</p> <p>To begin the project, L&amp;P Media shall coordinate one on-site meeting with the Village, an L&amp;P Media project manager and designer.</p>	
	<i>Shipping of the brochures to the Village shall be billed separately and charged at Net.</i>	
	<b>L&amp;P Media to provide the above services for the total lump sum of:</b>	<b>TOTAL \$ 3,170.00</b>

THIS QUOTE IS VALID UNTIL August 31, 2012

NOTE: SHIPPING COST SHALL BE ADDITIONAL AND AT NET.

DELIVERY: BASED ON TODAY'S CONDITIONS, THIS PROJECT CAN BE COMPLETED WITHIN 30 BUSINESS DAYS FROM RECEIPT OF THIS SIGNED QUOTATION.

PRICES DO NOT INCLUDE: TAXES, IMAGE SOURCING, INSTALLATION, TRAVEL OR FREIGHT CHARGES, UNLESS SPECIFIED AND IF APPLICABLE.

PAYMENT TERMS: 50% DOWN PAYMENT AT PROJECT COMMENCEMENT AND 50% UPON DELIVERY  
NET30; 1.5% FOR LATE PAYMENTS

We believe quantities & descriptions shown in this estimate are correct.  
In the interest of complete accuracy, please check against your own  
Request and notify us of any discrepancy before signing so we can revise  
Our quote to you.

Authorization Name: \_\_\_\_\_ PO #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Village of Lake George, New York

[www.lpmedia.net](http://www.lpmedia.net)

L&P Media is a Division of Light & Power Communications, Ltd.



Planning / Design / Landscape Architecture PLLC

18 DIVISION STREET  
ROOM 304  
SARATOGA SPRINGS  
NEW YORK 12866  
PHONE: 518-306-3702  
FAX: 518-226-0469

July 2, 2012

*Danleve:*  
*SAVE*  
*MAKE QUOTES*  
*COMING!*  
*Bob*

Mayor Robert Blais  
Village of Lake George  
Post Office Box 191  
Lake George, New York 12845

VIA EMAIL

RE: PROPOSAL TO PREPARE A MARKETING BROCHURE FOR THE FESTIVAL SPACE AT THE CHARLES R. WOOD PARK

Dear Mayor Blais:

Based on your request, we are pleased to present the following proposal to prepare a tri-fold promotional/marketing brochure for use by the Village, the Lake George Chamber, and others to promote the festival space in the Charles R. Wood Park at various venues. It is anticipated that the brochure will be sized at 8 1/2 " x 11", tri-folded and in color. Existing graphics and text that has been prepared during the design phase of the park will be used.

For this project, we have asked Shannon-Rose Design to assist in the design, copywriting, and printing of the brochure. Shannon-Rose is a Saratoga Springs-based graphic design and messaging firm with extensive experience in the Lake George region.

The following tasks outline the steps and hours necessary to complete the marketing brochure.

**Task 1 - Project Meetings**

To coordinate the development of the brochure we propose three meetings throughout the course of the project. An initial meeting will be held with the Village and the Chamber to discuss content, layout, and desired uses of the brochure. A second meeting will be held to review a draft of the brochure, and a third and final meeting will be held prior to printing. Following is a breakdown of meeting hours:

Lisa Nagle (LCN) -- Elan Planning and Design	6 hrs @ 135.00	\$810
Richard Kline (RK) - Shannon Rose	6 hrs @ \$105.00	\$630
	Subtotal	\$1,440

**Task 2 – Brochure Design**

Following are estimated hours for layout, design, and copywriting the brochure:

Lisa Nagle (LCN) -- Elan Planning and Design	1 hr @ 135.00	\$135
Lisa Nagle (LCN) -- Elan Planning and Design	2 hrs @ 85.00	\$170
Richard Kline (RK) – Shannon Rose	15 hrs@ \$105.00	\$1,575
	<i>Subtotal</i>	\$1,880

**Task 3 – Printing**

Working with Shannon Rose, 1,000 copies of the brochure will be printed in color and delivered.

Printing (1,000 color copies)	Lump Sum (est.)	\$900
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**Task 4 – Overall Project Coordination**

Elan Planning and Design will oversee the development of the brochure and coordinate with Shannon-Rose, the Village the Chamber and others as necessary.

Lisa Nagle (LCN) -- Elan Planning and Design	2 hrs @ 135.00	\$270
Brian Gyory (BNG)	4 hrs@ \$85.00	\$340
	<i>Subtotal</i>	\$610

**FEE STRUCTURE**

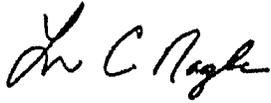
The fee for this work will be a lump-sum, not-to-exceed fee of \$4,830 (four thousand eight hundred thirty dollars.) In addition, there will be standard reimbursed expenses above the 1,000 copies quoted above, which should be minimal, relating to travel, draft printing, etc. Expenses will be billed at cost.

Page 3 of 3  
Letter to Mayor Blais  
7/2/2012

If you agree to the above stated scope of services please counter-sign this letter and return a copy to our office. Upon receipt of the letter we will begin work.

As always, it is a pleasure working with you and the Village Board and thank you for considering Elan Planning, Design & Landscape Architecture. If you have any questions or comments, please feel free to call me at your convenience.

Sincerely,



---

Lisa C. Nagle, AICP  
Principal  
Elan Planning, Design & Landscape Architecture

---

Robert M. Blais  
Mayor  
Village of Lake George



# VILLAGE OF LAKE GEORGE, NEW YORK

P.O. BOX 791  
12845

ROBERT M. BLAIS  
Mayor

DARLENE V. GUNTHER  
Clerk-Treasurer



TRUSTEES  
John Earl  
Ray Perry  
John Root  
Joseph Mastrodomenico, Jr.

ENFORCEMENT OFFICER  
Douglas Frost

518-668-5771  
Fax: 518-668-3735  
E-mail: lgville@nycap.rr.com

August 28, 2012

Paul Dusek, Administrator  
Warren County Municipal Center  
1340 State Route 9  
Lake George, NY 12845

RE: Parking Authorization

Dear Paul,

The Village will staff the Wood Park lot for the following events:

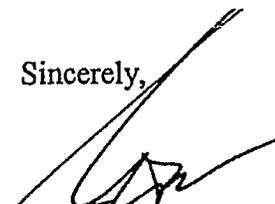
L.G. Triathlon	September 1-2	5AM – 12
Adirondack National Car Show	September 6-9	9AM – 10PM

1. Two attendants @ \$11.00 per hour.
2. Porta-John (s)
3. Two sets of lights (\$587.00 approximate) (3days – car show only)

Last year we did approximately \$1,000.00 for the triathlon and over \$4000.00 for the car show. I expect a little less this year with construction, new lot, etc.

Our Board is ok with the above. Thank you.

Sincerely,



Robert M. Blais  
Mayor

RMB/jmm

**RECEIVED**

**AUG 29 2012**

Office of Warren  
County Administrator



# Gaslight Village parking:

To-Dave  
Fr-Darlens

Saturday A.M.	9/1/2012	\$	1,910.00	Triathlon parking
Saturday P.M.	9/1/2012	\$	60.00	fireworks show
Sunday A.M.	9/2/2012	\$	840.00	Triathlon parking
	<b>TOTAL</b>	<b>\$</b>	<b>2,810.00</b>	
Thursday	9/6/2012	\$	140.00	Car Show Day #1
Friday A.M.	9/7/2012	\$	1,190.00	Car Show Day #2
Friday P.M.	9/7/2012	\$	570.00	Car Show Day #2
Sat. A.M.	9/8/2012	\$	3,040.00	Car Show Day #3
Sat. P.M.	9/8/2012	\$	30.00	Car Show Day #3
	sub-total	<b>\$</b>	<b>4,970.00</b>	
	PLUS			vendor parking