



## TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

518-963-8668

### TOWN OF WILLSBORO

TOWN BOARD MEETING

PUBLIC HEARING

WILLSBORO TOWN HALL

December 14 2022

**ATTENDEES-** Greg Gordon, Darren Darrah, Mark Bonfey

**TOWN BOARD ATTENDEES-** Scott Christian, Lane Sayward, Lorilee Sheehan, Steve Benway, Shaun Gilliland

**CALL TO ORDER @ 6:30PM**

**PLEDGE OF ALLEGIANCE**

**OPEN PUBLIC HEARING PROPOSED WILLSBORO WATER DISTRICT 1  
ORDINANCE**

**PUBLIC COMMENT- NO COMMENTS**

**CLOSE PUBLIC HEARING @ 6:31PM.**

**OPEN REGULAR BOARD MEETING @ 6:32PM.**

**-REVIEW OF MINUTES-** November 17th Regular Board Meeting

**Sayward made a motion to accept the minutes. Benway seconded the motion. Sheehan corrected spelling mistakes in last names- "Watts and Thwaits". All in favor.**

**SUPERVISORS REPORT-**

**CORRESPONDENCE-**

**TOWN-** Christmas in the 'Boro was great, everyone loved it and had only good things to say about it. Fireworks are reserved for next year, the firework company liked the site location and hope to do it in the same spot next year, it will be up to the committee. The food shelf had a lot of donations come in by mail, dropping off at the town hall and even during the open house. Please keep telling people about it and spreading the hours of operation. Town people seem to really enjoy the newsletter and want it more often, because of the postal expense that goes along with Newsletters we are looking into sending a more frequent edition sent by email. [Newsletter@townofwillsborony.gov](mailto:Newsletter@townofwillsborony.gov) will be the email address for correspondence. We will use this as a springboard to figure out how to get water and sewer billing electronically. The sewer screen was all set but then there was a supply chain delay, we will still get it implemented before 2023 but they cannot deliver the screen system until July. The meter distribution will begin in January, we will be making phone calls to let homeowners know they are ready to be picked up, the list is still growing. We will give the homeowners a list of plumbers that will do it for them and then instructions for water and sewer guys to inspect and turn the meters on. We had a meeting with MJ engineers for the water project and with the department of health, as a kick off meeting for post getting the 5-million-dollar grant. Trying to plan.

5 FARRELL ROAD, WILLSBORO, NY 12996

PHONE: (518) 963-8668 WEBSITE: [www.townofwillsboro.com](http://www.townofwillsboro.com)

DOH reps went to Albany and the first step they are requiring is the pilot study on the system, called a tryit system , which is a well-established, very advanced high-tech system. They have a trailer with a system on board that makes 30 gallons per minute. This will act as the pilot; we must pull our water from our intake well through this system to take the test. It will run for several weeks to complete all the testing. Space might be a problem because it is a 60 feet trailer to fit in and around the water plant.

**COUNTY-** Circle and West family has come to an agreement and as soon as Spring arrives, they will be removing the bottles and the crusher will arrive in February. All bottles from the transfer station are being stored temporarily in Lewis until the bottle crusher gets here. If there is any other garbage or trash, Circle must screen it out, so right now they will screen out the garbage and then crush everything else. The Agricultural building is moving forward, they got a federal grant for one million dollars to build a new AG education center, where there will be water programming space, commercial kitchen, large meeting rooms etc. So, the building can be used for all four seasons. The old building will be kept up with and be used as a three-season building because heating is an issue. There will eventually probably be a covered walkway between the two. Estimating three million dollars, one-million-dollar grant and will probably pull two million from ARPA funding. Sayward asked if you must use the ARPA money on anything special or can it be anything? Gilliland said they have opened it up to pretty much anything, the danger is that the department of treasury does not give permission, just simply says they do not like what you did and makes you pay the money back. The rules have gotten a lot better though. Sewer and water projects are wide open with ARPA money, it starts getting complicated when you are paying money to businesses.

**MOTION TO ACCEPT THE WARRANT AND SUPERVISORS REPORT MADE BY SAYWARD. MOTION SECONDED BY BENWAY.**

**ROLL CALL-** Sheehan, Sayward, Christian, Benway, Gilliland

**AYES-5**

**TOWN CLERKS REPORT-** My office took in \$2550.15 in sales in the month of November. The Hunting/Fishing (DEC) sales were \$1766.11 for the month, the town receives \$102.89 of these sales. The Golf Course account report is in the council's packets and in a summary with all bills paid to date, and a reminder that we will still have utility bills throughout the winter; our total net profit to date is \$14,950.24. This amount includes all payroll including DPW hours worked at the golf course and the stipend given to the supervisor's clerk as well as Golf course staff.

We have been working on holiday food baskets and helping with Christmas in the 'Boro activities. It certainly was a great weekend for the Town of Willsboro and we should all be proud to call this town our home. We are very excited to have our Food Shelf now located at the visitor's center and I would like to encourage you all to maybe buy a few items and donate them as we are approaching a very difficult time of the year for families and your donation will help us put food in their homes. OR if you know of someone in need, please tell them about the food shelf. Also please let me know if you know of someone that could benefit from a Christmas dinner basket.

I have some good news!!! Our phones are in the process of being hooked up!!! They started today and will be returning in the morning to finish the hook up process. So

please be patient. Can someone with a cell phone please call the town hall at 518-963-8668? We have had to be very patient over the last year because as with everything else in government...things do not happen overnight; however, I am positive that all of us will be happy with this new phone system. Especially anyone calling to not have it say our phone line is no longer in service.

Lastly one of my jobs as town clerk is to have an information board accessible to the public at the town hall. The information board outside, although at one time I am sure wonderful, has seen better days and when it rains and snows all the papers inside are wet and crumpled and illegible. The wood is rotten and I have spoken to several people about repairing it and all have advised me against it. I have also investigated possibly having a woodworking class at school make one and this is a project that would take quite a long time and possibly over a year. I am presenting to you a message board that I have chosen that not only will function to keep things dry and look great and last for a very long time.

**A MOTION TO AUTHORIZE THE TOWN CLERK TO PURCHASE THE MESSAGE CENTER WAS MADE BY SAYWARD.**

**MOTION SECONDED BY BENWAY.**

A discussion about size, material, and price.

**BENWAY MADE A MOTION TO AMEND THE MOTION AND REVISED THE MOTION TO AUTHORIZE THE TOWN CLERK TO PURCHASE AN OUTDOOR MESSAGE CENTER UP TO \$2000.00. SAYWARD SECONDED THE MOTION.**

**ROLL CALL- SHEEHAN, SAYWARD, BENWAY, CHRISTIAN, GILLILLAND MOTION TO ACCEPT CLERKS REPORT WAS MADE BY BENWAY. MOTION SECONDED BY CHRISTIAN. ALL IN FAVOR.**

**Highway DPW-** Superintendent was excused tonight to attend the funeral of a friend.

**AMBULANCE DISTRICT REPORT-** Report is in town council packets

**YOUTH COMMISSION REPORT-** No report.

**PARKS COMMISSION REPORT-** The last meeting was canceled and they will re-group soon.

#### **OLD BUSINESS-**

-A RESOLUTION TO ADOPT WILLSBORO WATER DISTRICT ORDINANCE AND COMMENCE REVISED BILLING (METERED) 2ND QUARTER 2023. Which means billing would be from April 1 to June 30th and the bills for that would go out around the first of July. Because we are going from a lead billing water district to a lag billing, we will be skipping a billing cycle, the same thing happened in the sewer district.

**MOTION WAS MADE BY GILLILLAND. SECONDED BY SAYWARD. No discussion.**

**ROLL CALL-** Sheehan, Sayward, Christian, Benway, Gilliland

**Ayes-5**

-A RESOLUTION TO DEVELOP AND RELEASE RFP FOR A CHILD MULTI-STATION PLAYGROUND FOR AGES 3-11 IN ACCORDANCE WITH CONSUMER PRODUCT SAFETY COMMISSION PUBLIC PLAYGROUND SAFETY GUIDANCE AND MULTI-STATION ADULT FITNESS COURSE.

**MOTION WAS MADE BY CHRISTIAN. SECONDED BY SHEEHAN.**

**ALL IN FAVOR**

-RESOLUTION TO AUTHORIZE WILLSBORO SUPERVISOR GILLILLAND TO SIGN NYSDOT SUPPLEMENTAL SNOW & ICE AGREEMENT FOR CONTRACT #D014777  
**MOTION WAS MADE BY SAYWARD. MOTION SECONDED BY CHRISTIAN.**

**ROLL CALL-** Sheehan, Sayward, Christian, Benway, Gillilland  
**Ayes- 5**

**NEW BUSINESS-**

-RESOLUTION TO INTRODUCE HIGHWAY BOND FOR A NEW SAND/SALT BUILDING NOT TO EXCEED \$800,000.00. **MOTION WAS MADE BY SHEEHAN. MOTION SECONDED BY BENWAY.**

**ROLL CALL-** Sheehan, Sayward, Christian, Benway, Gillilland  
**Ayes-5**

-RESOLUTION TO AUTHORIZE PURCHASE OF UP TO \$100,000.00 OF WATER METERS AND ANCILLARY EQUIPMENT TO RESTOCK METER BEING DISTRIBUTED TO WATER DISTRICT CUSTOMERS FROM ARPA FUNDS. **MOTION MADE BY BENWAY. MOTION SECONDED BY SAYWARD**

**ROLL CALL-**Sheehan, Sayward, Christian, Benway, Gillilland  
**Ayes-5**

-RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN WILLSBORO-ESSEX EMS CONTRACT FOR 3 YEAR TERM. **MOTION MADE BY BENWAY. MOTION SECONDED BY CHRISTIAN**

**ROLL CALL-**Sheehan, Sayward, Christian, Benway, Gillilland  
**Ayes-5**

-Hannah Neiley has been doing some research on grants for signs with a map- her proposed idea was to put it at gateway park highlighting various/all amenities/interesting places in Willsboro. A lot of people come in looking for a Willsboro map, if we get this grant, we can then design this map and have it available for people. RESOLUTION TO AUTHORIZE HANNAH NEILEY WITH THE COUNTY TO APPLY FOR THIS GRANT ON OUR BEHALF. **Motion made by Sheehan. Motion seconded by Benway. All in Favor.**

Comments: We got two applications from Trisha Sheehan and Reginald Bedell for the board of assessment review committee. There are two open positions, which would be appointed positions at the organizational meeting in January

**-OUT OF DISTRICT (WATER) CONNECTION APPLICATIONS**

Theresa and Paul Moss on 372 Bay Lane and the other is for Alark Fruleo on 248 Bay Lane. They will be hooking into our water main, if they come in it is out of district customers and they will pay their additional charge based upon their assessment for the water district. **Authorization needed to add Alark P. Fruleo 248 Bay Lane and Theresa and Paul Moss 372 Bay Lane as out of district water customers. Motion made by Benway. Christian seconded motion. ROLL CALL-**Sheehan, Sayward, Christian, Benway, Gillilland.

**Public Comment:**

Darren Darrah asked about the Heritage Society proposal, Gilliland said that the Lawyer is still working on the contract.

End of year meeting - December 28th, 2022- organizational meeting Jan. 4th, 2023.

**Sheehan made the motion to have the organizational meeting on January 4th.**

**Benway seconded. No discussion. All in favor.**

Christian asked about the credit card status- Gilliland stated that the current credit card has currently not recognized our current payment that was sent out on 11/18/22. Kyli and I will work on it in the New Year.

Adjourn at 7:26pm.