



**TOWN OF WILLSBORO**  
OFFICE OF THE TOWN CLERK

**MINUTES**  
**TOWN BOARD MEETING**  
**DATE: December 8, 2021 6:30 PM**  
**LOCATION: WILLSBORO TOWN HALL**

**Present:** Supervisor, Shaun Gilliland, Councilors: Steve Benway, Lane Sayward, Charles Lustig, Lorilee Sheehan

**Guests:** Sue Thompson, Peter Sworidrival, Scott Christian, Spencer Hathaway

Supervisor, Shaun Gilliland called the meeting to order at 6:30pm

**Review of minutes November 10 Regular Board, November 19 Special Board meeting moved by Steve Benway, Seconded by Lustig. All in favor and motion carried.**

Reports:

- Supervisor
  - Correspondence: none to report
  - Town: **Reception:** Supervisor Gilliland stated the Town will be having a reception for Charlie for his years of service. Donations can be made at the door. **Underwriter opinion on sidewalks:** Checked with attorney, have it so towns are not responsible for sidewalks attorney working on giving an answer back, **sales and re eval memo:** Assessor put in your box, march 1 2019 to march 1 2020, sales were at the assessed rates. March 1 2020-march2021 32 residential sales were 86% higher than assessment, 16 residential 71% of sales price. Going through another reevaluation for assessment. **Last meeting of 2021:** There are issues that will be need to cleaned 29 December for the end of the year meeting.
  - County: **Covid State of Emergency:** Reinstated state of emergency. Have the highest COVID in state. Hospitals are in a crisis and are canceling non urgent surgeries. Moving patients to Vermont and New Hampshire. No mandate as of now only reason for the State of Emergency is that it helps with resources progression. Budget approved on Tuesday and within CAP. Dollars per assessed value went down, Union Contract was approved by the board of supervisors and tentative agreement with sheriffs.

**Supervisor Gilliland called for a motion to accept Warrant, Moved by Lorilee Sheehan, Seconded by Charles Lustig. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and motion carried.**

**Town Clerk Report:** Been training the new receptionist and getting her up to speed on things in the office.

**Supervisor Gilliland called for a motion to accept Town Clerk Report. Moved by Steve Benway seconded by Lane Sayward. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and motion carried.**

DPW (excused) (Water/Sewer Written)

**Ambulance District Report:** 25 calls month of November and 425 to date. They do have a vacancy on board of directors. Contact for EMS, application deadline of January 12 2022.

Youth Commission Report (written)- Basketball has started within the school's guidance.

Old Business:

- **Review of Mountain View Property Bid:** 885 mountain view drive was defaulted for taxes so put out to bid. Received one bid from Peter Sworidrizal and was \$4000. As an agreement with the county, any proceeds under \$6000 would go to them for back taxes. Benway asked if this property was any use to the Town. Supervisor Gilliland asked Travis to go and look at it and the condition is weak. Pete main goal is to do affordable housing for the Town of Willsboro and to help the community with this. Benway asked what the assessed value would be, Pete is thinking \$100,000-\$125,000. Benway asked if assessment value would be \$4000 or stay the same. Spencer Hathaway stated that it would go back to on the tax roll and also stated the history of the house, wanted to go back on the tax roll.

**Supervisor called for a Resolution to accept bid in the amount of \$4000 by Pete Sworidrizal for the property located at 885 Mountain View Drive. Moved by Charles Lustig, Seconded by Steve Benway Roll call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and motion carried.**

- Review of Pickleball Court Bid: 2 bids one from Luck Brother and Sheehan and Sons. Luck brother was \$77,903 and Sheehans and Songs bid was \$214,881. Both bids reviewed by community resources. Both bids meet requirements.

**Supervisor called for a motion to reject or accept low bid. Moved by Steve Benway, Seconded by Lane Sayward. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and motion carried.**

- Authorization to approve purchase of water meter materials to close out grant: Pay Blair supply for water meters from the remaining funds of grant.

**Supervisor Gilliland called for a Resolution to execute purchase order and purchase water meters and equipment not to exceed to grand funds. Moved by Steve Benway, Seconded by Lane Sayward. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and motion carried.**

SEQRA Lead agency resolution(s) for Water Bond: **Established Resolution:**

**WHEREAS, the Town of Willsboro has proposed a water treatment plant improvement project to upgrade the Water Treatment Plant, system storage and distribution system, hereafter referred to as, "Said Actions;" and**

**WHEREAS, Said Actions require review under the New York State Environmental Quality Review Act (SEQRA), per 6NYCRR Part 617; and**

**WHEREAS, Said Actions are defined as Unlisted under SEQRA pursuant to 6NYCRR Part 617.2; and**

**WHEREAS, multiple agencies have approval and/or funding authority over Said Actions; and**

**WHEREAS, 6NYCRR Part 617.2(u) defines "Lead Agency" as, "an involved agency principally responsible for undertaking funding or improving an action, and therefore responsible for determining whether an environmental impact statement is required in connection with the action, and for the preparation and filing of the statement if one is required;" and**

**WHEREAS, the Town of Willsboro intends to act as Lead Agency in the coordinated review of Said Actions as Unlisted under SEQRA and further intends to implement and complete all responsibilities of that office.**

**THEREFORE, BE IT RESOLVED by the Willsboro Town Board that the Town of Willsboro intends to act as Lead Agency, as defined in 6NYCRR Part 617.2(u), for the coordinated review of Said Actions under the New York State Environmental Quality Review Act.**

Dated: 11/10/2021

Lane Sayward moved. Lorilee Sheehan seconded.

AYES: 5 NAYS: 0 ABSTAIN: \_\_\_\_\_

ROLL CALL

AYES: Benway, Sayward, Sheehan, Lustig, Gilliland

ABSTAIN:

NAYS:

ABSENT:

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- **Supervisor Gilliland called for a Resolution to schedule public hearing on water bond Moved by Steve Benway, Seconded by Sheehan. All in favor and motion carried.**

New Business:

- **Supervisor Gilliland called for a resolution of appointing Charlie Lustig as Delegate for Association of Towns Annual Meeting and authorize travel and lodging: Moved by Lane Aayward seconded by Steve Benway. All in favor and motion carried.**
- Providing 2k of premium pay for any employee who worked 1000 hours during the covid period and show proof of vaccination. Supervisor Gilliland stated we should use the ARPA funding to pay our Town Employees. Would not affect our budget and believes our town worked as hard during this times. Excludes elected officials.

**Supervisor Gilliland called for a Resolution to authorize ARPA funds for premium pay to non-elected full-time employees who worked 1000 hours during pandemic inclusive period and show proof of Covid vaccination in the amount of \$2000 Resolution moved by Charles Lustig and seconded by Steve Benway. Roll call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and motion carried.**

- **Supervisor called for a resolution to change the amount of burial fees to double from December 1 to April 1<sup>st</sup>. Moved by Steve Benway, Seconded by Sheehan. All in favor and motion carried.**

Resolutions/Discussion from the Board: Charles Lustig thanked the board and wished best for Scott Christian. patients.

**Supervisor Gilliland Adjourned the meeting.**

Respectively Submitted,

Justin Drinkwine, Deputy Town Clerk