



## TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

518-963-8668

## TOWN OF WILLSBORO

TOWN BOARD MEETING MINUTES

Willsboro Visitor Center

PUBLIC PRESENTATION

November 17, 2022

**Attendees:** Drew Reithel, Allison Sucharowski, Polly Belanger, Win Belanger, Alan Thompson, Wendy Sayward, Hannah Carson, Jhami Santillo, Myranda Bigelow, Tony Sayward, Ryan Pierce, Darren Darrah, Mikey Phinney, Justin Drinkwine, Morgan Denton, Elliott Pierce, Briana Pierce, Paul Stevens, Peter Paine, Nick the attorney, Lucas Strong, Terry Pulsifer Jr., Lori Gay, Hannah Neilly

**Board Attendees:** Steve Benway, Lorilee Sheehan, Lane Sayward, Scott Christian, Shaun Gilliland

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

**PLEDGE OF ALLEGIANCE**

**REVIEW OF MINUTES- October** 12th Regular meeting and October 26th Special Meeting.  
**Sayward made a motion to accept the minutes. Benway seconded the motion. All in Favor.**

The meeting opened with a public presentation of the Florence Hathaway Park/Playground proposed project. Hannah Neilly gave a very informative presentation on behalf of the Parks and Recreation Committee to show the board and public the proposed design. This presentation also showed costs and grant opportunities. The public was given a chance to ask questions and voice their opinions. Neilly is going to check to see if the town bonds for the project, if they could also apply for grants.

Scott Trebel from Trevell LLC Energy Aggregation asked to speak again to the board about supplying the town with an alternative energy to save money to the town to possibly start with our waste water plant. The public and board members asked many questions and concerns regarding this type of energy project. Gilliland asks for an implementation plan to give to the town's attorney before going further on this discussion.

**Supervisors Report:**

**Correspondence-**

-A letter from the Environmental Facilities Corporation awarding a five million dollar grant for the construction of a water treatment plant. This is a ten-million-dollar project and the town will have to bond for the other five million dollars.

**Town-**

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-The Food Shelf is almost ready to move to the Visitor's Center, with the construction complete. The DPW staff will get it moved as soon as they finish a few projects they have and the Food Shelf staff will organize and open it to the public.

-Christmas in the 'Boro- will be promoted on social media and advertising about the weekend events and this event will promote our town.

-an email was sent to the town from the Fireworks company for tentatively July 3rd with a rain date of July 5th. The cost of the show that the town usually gets has gone from \$10,000. to \$15,000. The 4th of July this year is in Willsboro and plans for the parade, etc, will start soon after January 1st. Volunteers are needed to help with this and greatly appreciated.

-The Salt and Sand Shed grant is a 50/50 grant with a max of \$400,000.00 given from the state. This will go out to bid after the Bore test to see how to build the structure. The structure is 35 feet high. This is something that has to be done according to DEC to prevent the salt leaching into bodies of water.

-We received two grants for a secondary physical screen at the Wastewater plant. One was from DEC and the other was from Champlain Basin. This has gone out to bid and a meeting with the contractor and engineers to sign the contract will happen soon to get his project started. The physical screen at the wastewater plant is single point failure and if it gets jammed, clogged or broken, the entire sewer system would be shut down. This is a critical project.

#### **County-**

-The county has appointed a new Emergency Service Director, Matt Watts. He has taken over since the unfortunate loss of Max Thwaites III.

-The County budget has been finished and they will be looking to approve this budget soon. This budget is within cap with a 2.18% increase. Based on the re-evaluation in all the towns in the county this last year, dollars per thousand will go down.

-The county has been looking at the way the Regional Office of Tourism handles their money. The occupancy tax pays for Roost. There is a 3% occupancy tax and this has been going to Roost for marketing and tourism, with a lot of it going to High Peaks. They increased this to 5% and the additional 2% to be going to communities throughout the county. This has been going on for 2 years and the county was not happy how it was being allocated and too focused on High Peaks towns. All towns will now get approximately \$75,000.00 and then a percentage based on the occupancy tax collected per town. Willsboro is number 5 or 6 in the county for occupancy tax.

**A motion to accept the warrant and the Supervisors Report was made by Benway. Motion was seconded by Sheehan. Roll Call- Benway, Sheehan, Sayward, Christian, Gilliland Ayes-5**

#### **Town Clerk Report-**

The month of October the Clerk's office took in \$7033.59 from hunting and fishing licenses. The Town Clerk took in \$5867.77.

The office has been very busy with water/sewer accounts and explaining the changes and charges to residents as we have begun metering the sewer district. Also updating contact information with correct phone numbers to be able to contact our water/sewer district residents in case of an emergency or problems. The clerk has been getting Thanksgiving baskets ready, working on the Food Shelf and Christmas in the 'Boro.

**A motion to accept the Clerk's Report was made by Benway. Motion was seconded by Sayward. All in Favor.**

**DPW-**

The paving for the year finally got done on November 2nd and 3rd. Although this was late it was beneficial financially as the cost for black top went down \$20.00 a ton compared to the spring prices. After all the bills are paid the reimbursement from CHIPS will be around \$120,000.00. The first snowfall of the year was a very wet and heavy one and everything went well with only one hydraulic hose blowing. The mailboxes took a beating and it was not from being hit by the plows it was the way it was coming off the plow. The DPW removed the old Christmas tree downtown as it was dead. McCauliffe's have a tree they are donating to the town but have recommended that it not be uprooted and planted until spring. Crowningshield recommended possibly buying a smaller tree from a tree farm this year and making a stand for it and lighting it up for Christmas in the 'Boro. Gilliland suggested to go with McCauliffe's suggesting on planting the tree. Sheehan suggested the possibility of asking the Fire Department about lighting the tree in front of the Fire House. Crowningshield stated its a memory tree that the Fireman's Auxiliary lights as a fundraiser. Christian stated that it has already been posted of the lighting/caroling to be downtown and suggested getting a tree. The 2007 Ford Sterling is 15 years old and in the last 3 years \$70,000. Has been put into the truck. He would like to use the reserve fund and has spoken to Charles Bois and they are willing to put it out for a mini bid to see what the prices are. Even if approved in the December meeting, it would not be until 2024 until they would have a truck. A mini bid is when any company is able to bid on it.

**A resolution was made to put out a mini bid for a new truck and come back for acceptance of purchasing by Benway. Seconded by Sayward.**

**Youth commission-** No report

**Parks Commission-** Presentation

**Ambulance Report-** No report

**Old Business-**

**A resolution to approve the 2023 Preliminary Budget as a 2023 Final Budget. Motion made by Christian. Motion seconded by Sayward.**

**Roll Call- Benway, Sheehan, Sayward, Christian, Gilliland**

**Ayes-5**

**New Business-**

**A Resolution to ratify 2022 utilities Relevy list sent to the county. Motion was made by Christian. Seconded by Sayward.**

**Roll Call-Benway, Sheehan, Sayward, Christian, Gilliland**

**Ayes-5**

-Paul Stevens spoke on behalf of the snowmobile club and asked if the town could put in a culvert on Clarence Oliver Drive to allow access to the land, they have permission to ride on. He also asked the town for permission to use the town's property to safely use the railroad crossing and at another location on the dump road. Crowningshield asked for a map and an insurance certificate. They will work with Crowningshield to map out where they can go as to stay away from the water mains.

**Sheehan made the motion to give the snowmobile club permission to use town land at these locations. Christian seconded the motion. All in Favor.**

-Darren Darrah asked if the board has made any decision on the proposed revised agreement for the Heritage Society. Gilliland stated he has sent it to the Town's attorneys.

- Win Belanger asked if the 4th of July parade this year could continue onto Farrell Road and then onto Point Road as the Fish and Game club would like to have food and games this year at the soccer fields. He also asked if the Visitors Center was going to be used for Christmas in the 'Boro and if not suggested having an Open House for the Food Shelf that day. He also suggested that Roost could print out a magazine for the Champlain Coast area.

Adjourned @ 8:04

Submitted by Susan Thompson