



TOWN OF WILLSBORO
OFFICE OF THE TOWN CLERK

MINUTES
TOWN BOARD MEETING
DATE: March 10, 2021 AT 6:30 PM
LOCATION: WILLSBORO TOWN HALL

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

Guests: Terry Pulsifer, Travis Crowningshield, Dave Whitford

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

The board recited the Pledge of Allegiance.

Open Public Hearing on CDBG Grant Process: Dave Whitford from housing assistance program briefed the board on the history of this grant. We applied back in 2018 and were awarded it in 2019 in the amount of \$275,000.00. We reached out to about 45 home owners in Willsboro and had 9 responses from homeowners that were willing to submit their info. Dave briefed the board on how the process works. Shaun said if any members of the public have questions to please send them to Shaun through email and he will get in touch with Dave to be sure to get the answers.

Discussion: None

Close Public Hearing, call to order Regular Town Board Meeting

Review of Minutes February 2021 Regular Town Board Meeting: Charles Lustig moved. Steve Benway seconded. All in favor and the motion carried.

Public Comment: None

Reports:

Supervisor

- Correspondence: Grant award from Boquet Foundation: We have received this for \$20,000.00. They have been very active in the local water front revitalization plan that we have going on and they would like to put this money towards that. It will cover the town's portion for the grant.
- Town: Clean Energy Community Program: This is with the state through NYSERTA if the town does certain initiatives toward clean energy and we get so many points then we will be awarded \$10 then \$20 then \$50 and more. We have already done a lot; we just need to register with the CDC. We have already done the street lamps and we did LED in the town buildings, as well as gotten the town code officer trained. There are some other areas we will be looking into like solar and monitor energy

program for heating oil, electricity, and cooling for all the buildings. One other area we will need to look at is the charging stations for cars. As we know that is coming down the line eventually. We have two town property's that will meet the requirements and that would be town hall and the visitors center. AUD submitted and accepted by comptroller. Community Enhancement Fund payment: This is paid out by ROOST and was \$20,000 for the base and then the additional 3,200.00 was based on the occupancy tax from homeowners for short term rentals in Willsboro. This is to be used for tourism enhancement and we will put this in the celebration line and go forward. Stimulus Funding: The house just passed the latest package and looks like we will be eligible for about \$370,000 dollars, which can be used for lost finances or to pay direct COVID costs we may have had. We will have to provide ways to help businesses or private sector to help recover and provide more jobs, income etc. Shaun asked about how we should to that. We need to think about it and Shaun would like to meet with the WDC and members of the public to provide ideas to us. Lowes Grant: This was a community project grant, as it is there 100th anniversary and giving a grant to 100 communities. They want essays and photos from the community members, so again please submit anything to us.

- County: Vaccination opportunities opening up: 60+ and public employees: We have more sites that have opened up. Everyone seems to be getting out and doing what they should. We will hopefully see this continue. Shaun is urging everyone to get out and vaccinated if you have the opportunity to. Office of the aging has been doing great at getting people contacted and getting them in to get the shots as well as doing the appointments for them.

Motion to accept Warrant, Supervisor's Report: Lorilee Sheehan moved and Steve Benway seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.

Town Clerk: Tax warrant to the county, we are still paying on. Taxes have pretty much stopped coming in and we did do the second billing. We may get a little wave after that. Water and sewer collection for the first quarter is complete. We will be doing 2nd quarter billing in a couple weeks. Your Monthly report is in the packet. I sent out the golf course memberships to get them out. **Supervisor Gilliland called for a resolution to accept the Town Clerks Report. Charles Lustig moved and Lane Sayward seconded. All in favor and the motion carried.**

DPW Report: Starting next Wednesday highway guys are ready for the shots and some already have gotten them. The snow is melting well. We haven't had any issues with the warm weather. The state sent an email, they took 20 percent from CHIPS, they are now giving it back to the municipalities so we will have a credit on CHIPS for next year. Pat's report is in the packet. We have been down there working. Shaun said that they are doing great work down there.

Water Sewer: Written

Ambulance: Written

Youth Commission Report: Met with camp POKO on the issue from last month and they are still working on this. They are still in negotiation on this and ideas about how it could possibly work.

Old Business:

1. 4th of July Celebration Planning: We booked the fire works for the 5th of July and the rain date will be the 2nd of July. Lane and Bridget met and suggest a reverse parade, since we still can't have large gatherings. So we will have the floats set up going down by the school and stay stationary and then the spectators will drive by. We are asking for them to stay set up between 11-1. We are asking that any one that would like to have candy passed out to drop off to the Town Hall, as Bridget and Lane will put it in one large sponsored bag and one will be given to each car as they drive through. We have discussed a lighting contest as well coloring contest, basically a whole weekend of events. We talked about having food trucks and the fish and Game Club set up to at the fire house and town hall. We will have a sign in sheet for Covid as well.
2. Summer Camp Planning: discussed already
3. Resolution to purchase trailer under Water Department from state contract: Tow Master Trailers and it is the same place we bought the loader from. It is now Monroe Tow Master and there is one other company on contract. They were \$4,000 dollars more for the same trailer, just a little different style and the price of the trailer with unloading fee is \$15,218.80. **Charles Lustig moved to purchase the trailer. Lorilee Sheehan seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.**
4. Dennin lawsuit appraisal authorization: There is a letter in your packet this is for a commercial appraisal. When this goes to court to be heard, our case is much stronger if we have a commercial appraisal to back it up. One issue is appraisals and not getting done because of COVID or they have done a lot of work for Mr. Denin, so it is hard to find someone. Shaun doesn't feel we should settle on it even if you get a property at a lower price this doesn't diminish what the commercial or residential assessment should be. **Shaun called for a resolution to go with Armstrong Appraisals, LLC. Lane Sayward moved to sign to conduct appraisals for the two properties. Charles Lustig seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.**
5. Union agreement back and there were about 3 different areas that were minor that had been agreed to and were left out so we have gone ahead and put them in. One was a water, waste water superintendent, operator or trainee and the second was health insurance for retirees to pro rate from 10, 11, 12 years per year. Additionally, a new section on offensive or disciplinary actions to remove two. One was no longer talking about doing things not about work and personal use of cell phones. **Shaun called for a resolution to sign agreement. Charles Lustig moved. Steve Benway seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.**

New Business

1. Authorization to sign contract with Essex County Board of Elections for use of Visitors Center: **Lane Sayward moved to sign. Lorilee Sheehan seconded. All in favor and the motion carried.**
2. Water Distribution Water Hammer Suppressors: When these don't work correctly the water mains will blow. These were not maintained and some don't work. What happens is it senses it and depressurizes before it was given back and forth. They want to install two and have a third so when they go out to work on the hydrants it will not cause issues. They are \$1595.00 per hammer, but if we have a break and have to bring the crew out we will pay that on one fix. Steve said one water line break will cover the cost of these. **Charles Lustig moved to purchase. Lorilee Sheehan seconded. Roll call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.**
3. Resolution to shift \$50,000 from Highway Fund Balance to Equipment Reserve Fund. **Lane Sayward moved. Charles Lustig seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.**
4. NYSERDA Clean Energy Communities & EV Charging grant application: **Motion to apply for the charging station grant. Charles Lustig moved. Lorilee Sheehan seconded. All in favor and the motion carried.**

Resolution / discussion from the Board: Danny Sweatt dove with us and we need to have the equipment inspected. Steve would like to take to Lake City Fire and have this done. **Lane Sayward moved to have it inspected. Lorilee Sheehan seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.** Charles did virtual Association of Towns and all resolutions passed.

Resolution to Enter Executive Session to Discuss Personnel Issues: **Lane Sayward moved and Lorilee Sheehan seconded. All in favor and the motion carried.**

No decisions were made, no more business to come before the board.

ADJOURNMENT -
Supervisor Gilliland adjourned the meeting.

Respectfully Submitted,

Bridget Brown Town Clerk