



TOWN OF WILLSBORO

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**TOWN OF WILLSBORO
TOWN BOARD MEETING MINUTES
WILLSBORO TOWN HALL
June 8th, 2022**

Attendees: Barbara Paye, Victoria Wilkins, Alan Thompson, Win Belanger, Polly Belanger, Travis Crowningshield

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

CALL TO ORDER @ 6:30PM

PLEDGE OF ALLEGIANCE

Review of Minutes for April 13th, 2022 1. The Noblewood grant is for Noblewood, not for construction. 2. Shaun asked the Nature Conservancy if they had any funds or grants available and the answer was they did not. 3. Under the new business change, there are two #5's and eight total items. **Benway made a motion to accept the minutes with the corrections above. Sayward seconded the motion. All in favor.**

The Review of Minutes May 20, 2022—Sayward made the motion to accept the minutes. Benway seconded the motion. All in favor.

REPORTS:

Supervisor-

Correspondence-

US Fish and Wildlife Service: They sent us notification that they will be coming to do sea lamprey control sometime this summer and will notify us of the time they are coming. When we have the dates, Gilliland will put out a notice.

Champlain National Bank-Sent notice that the remainder of \$75,000 is due on the 12th of June and we have previously paid \$100,000. In September of 2021, we will need a resolution to pay the balance.

New York State Retirement Audit Report: Morgan Denton has gone back to all individuals to rectify areas that were missing. There are only two town employees that have not put in records of activities that would jeopardize collecting retirement from the town, and they are Judge Morgan and Laura Carson. Everyone has been told that they had to do this or it would jeopardize their payments for what they are paid by the town for their retirement.

Town:

Charter-They will be transitioning in sections to change over from Willex starting June 28th through August 10th. All customers will be changed over by August 10th.

There will be a CHAT meeting on June 9th at 6:30pm at Noblewood. Summer camp registration has started and will begin on Tuesday, July 5th. The town has not received any contracts from the state for the salt/sand shed and they are holding off on putting out bids until we do. They did get a contract for the engineering at Noblewood. Morgan Denton, has accepted a position with

the State Comptroller's office as an auditor at the Glens Falls Office. They are looking for someone to fill her position.

County:

After getting through all the delays of COVID, they will have a 2018 delinquent tax sale. This is scheduled for the last part of August. The last list that Gilliland had received was that there were five properties in Willsboro. They will be trying to catch up with 2019, 2020, and 2021 as quickly as possible. They may have one in August and one as early as November.

Warrant: The motion to accept the warrant was made by Christian. Seconded by Sheehan. All in Favor.

Town Clerk Report- Sue Thompson stated that the financial report was in the board member's packets. The office has been very busy and she stated that she thought things would slow down after tax season and was wrong. The office is developing new systems to make things run smoother and to better serve the community. Once again, she asked that everyone be patient with the phone systems, as sometimes they won't ring and/or go directly to voicemail and she has no control over that. A new phone system will be wonderful for everyone once it is in place.

Motion was made to accept the Clerks report by Christian. Seconded by Sayward. All in favor.

DPW-He stated that Emerys had approached him about the Dump Road, where they own land on both sides of the road. They have been affected, along with everyone else, that getting employees with CDL licenses is a problem. They don't need their employees to have a CDL license on their property. However, when they cross the main road, a CDL license is needed. He asked what the board thought of this and told it was legal because they owned both sides of the road. It is approximately 1/4 miles in length. The town would have right of way in the contract due to water lines connecting the loop. They would take care of drawing up the contract for this also. They would close the intersection of Fish and Game Drive. The road is in need of repair. The board agreed to bring it up for a public hearing. The 2000 International was auctioned and went up for a bid of \$4,300. This is a lot more than he would have gotten to scrap it. Travis needs the board's approval to accept the bid. **A motion was made to accept the bid for the 2000 International truck for \$4,300.00 by Sayward. Seconded by Benway. All in Favor.** Crowningshield and Mikey Phinney attended Highway School, and he said it was excellent and they learned a lot. The Highway department will be interviewing 3 applicants for the building and grounds position on Friday of this week. Crowningshield has called Mangino's Chevy and Adirondack Chevy, and both places are waiting for a truck with a box on it to be delivered, and they both have honored the state contract. He is just waiting for a call, and it could be as late as August. Two Willsboro trucks have been working for the county this week by Reber Fire House. A board member was questioned why a truck from Willsboro was dumping fill in Essex and Crowningshield stated that the county was in charge and they allowed Jason to haul the broken up pavement to his residence. They have given this to 6-7 residents in the area. Crowningshield stated that if anyone has a problem, to have them call him. Roadside mowing will start next week. Todd from the county recommended getting 2 core samples for the salt and sand shed because they did not know if fill was put in the area where it would be.

Ambulance District- A report was placed in the council's packet.

Youth Commission- An email from Krissy Gay was put in the council's packet.

Summer Camp & Activities Briefing- Victoria Wilkins stated that there was a wonderful turn out for the sign up that was held at WCS last week. They will be able to offer a variety of activities this summer. For those who were unable to attend, applications are available at the

Town Hall or online. Anyone that is willing to get in touch with Victoria can contact the Town Hall for her contact information. A reminder that activities outside of day camp meals, snacks, and drinks will not be provided. She thanked the local businesses for providing these activities for the children.

Golf, pickleball, horseback riding, and bowling are confirmed for the extra activities. She is waiting to confirm the fly fishing and shooting.

Parks Committee- The parks committee were unable to meet and have a meeting scheduled for next month.

Old Business:

A resolution was made to pay off the remaining balance on the Veterans Memorial Monument note for \$75,000.00 in principal and \$2,300.00 in interest for a total of \$77,300.00. Motion was made by Christian. Seconded by Sheehan. All in Favor.

Brought up for discussion again regarding moving the 5 member Board of Assessment Review to 3 members. No one has shown any interest in being on this board. Benway suggested leaving it open for another month. The CHAT committee is meeting tomorrow night, and they will be discussing the changes to the food shelf and moving it to the Visitors Center while making some amendments to the interior of the building. Gilliland asked to have a resolution made to go ahead with this if Chat agreed with it at the meeting. **A resolution was made to support the food shelf construction at the Visitors Center. A motion was made by Sayward. Benway second it.** Sheehan asked about cost, and Benway stated that CHAT has funds and could pay for the cost of material. Crowningshield stated this construction would be removable if needed to be in the future with only 8 foot walls. Gilliland stated that this is an area of the Visitor Center that is never used for elections or meetings. Win Belanger stated that all of the items at the current food shelf belong to CHAT, and as Treasurer, they had funds for the materials. **All in Favor.**

Gilliland gave the counsel quotes from different phone companies for the phone systems. Chater was the only one who was unable to submit a quote on time. Gilliland stated that he and Morgan had worked on this and their suggestion would be to go with Slick. He asked the board to review the quotes and stated that the board would hold a special meeting in two weeks to discuss hiring and could make a decision then. He would send a Charter quote to them once he received it. Short-term rentals Gilliland stated he has noticed through social media advertisements that Willsboro has a lot of short-term rentals. There is an occupancy tax on short-term rentals in Essex County of 4%. That money is used for tourism development. Roost bases \$20,000 a year for the town that we use for the parks commission and other activities for the town. Additional money on top of the \$20,000 that towns get is based on the percentage of occupancy tax. The Essex County Treasurer provided a list of registered short-term rentals and they had 17 rentals and VRBO had 38 listed for Willsboro. There are many other places that list these rentals. AirBNB has a contract with Essex County and pays directly to them on these short-term rentals. If a provider is identified, the treasurer will send a letter to the property owner. This rent is paid by the property owner and not the renter, and it is money that will go directly to Willsboro. The county weights and measures will be looking into Willsboro short-term rentals. Gilliland gave the board an example of an ordinance for short-term rentals that the town of Wilmington is using. With this becoming such a profitable business, it can significantly affect the school population with people coming in and buying family homes to turn into short-term rentals.

A special meeting was called for June 22nd at 6:30 to review employment applications and to discuss a phone system selection and any other business that comes before the board.

Sheehan, Christian, and Gilliland attended The Adirondack Association of Towns and Villages in Lake Placid, and it was a very informative presentation, and they learned a lot from this 2-day conference.

Public Comments-

Barbara Paye spoke of her disappointment that the golf course didn't have the frequent golfer prepaid cards this year that have been in effect since 2010/2011. She stated this was convenient and an incentive to play. She stated this was not published in the letter sent out to the past members. She asked what precipitated this change? Did the town board OK this change? When the board hired Morgan Denton as the chief financial officer, was she given that financial power to make such a change, and if the board didn't, was it legal? Gilliland stated that this change has no effect on the amount of money brought into the golf course and that he approved of it. He stated that Denton is the business manager and the golf course is a business enterprise for the town and not operated as a special district or tax district. As a business enterprise, you can make policy changes that way. also stating that the board did approve the rates and that the cards did not change the rates. He told Paye that what was being discussed was a perceived inconvenience and that it was not anticipated to be that large of an issue. The issue that facilitated his authorizing this change was an issue of management and security on the cards. Paye also brought up the cleanliness of the old building and that the deck is in severe need of painting, and that there are cracked chairs and the refrigerator is dirty. Paye had not spoken to Harold Reynolds regarding these issues. Sheehan stated that she went to the golf course prior to the meeting and that the golf course club house was definitely in need of "some love" and was not representative of our town right now and not acceptable. She also stated she didn't mind putting in some volunteer hours and getting it cleaned up and that she wasn't sure if it was a breakdown of communication or what, but it needed some love. Gilliland stated this was the first time he had heard of any complaints and the town hired a golf course superintendent to take care of these matters. Shaun requested that they discuss these concerns with Harold Reynolds and then notify him if any additional issues arise. Win Belanger commented on the Board of Assessment Review. He doesn't think we are getting any input because everyone thinks you are down to three people. He doesn't see it anywhere that we are still looking for people. He recommends messages like this be put on the website. Gilliland states that there is no real reason to advertise right now because they don't meet for another year and no one will be able to be trained until next year. Belanger commented on the clarification of the internet provider; he did not understand the expense part of the phone bill. They also suggested looking at maybe getting a cell phone for the manager of the CHAT program if the location is moved—the biggest complaint they have is that there is no one to call if there is an emergency on a Saturday. Chat is willing to work with the town to make sure the phone bill gets paid. Paye says Thank you to the DPW for getting the flags up and taking careful consideration in getting family members together. They do a great job and it is appreciated.

Meeting adjourned at 7:40pm

Gilliland made a motion to bring the meeting back in order to go into executive session.