



TOWN OF WILLSBORO
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TOWN OF WILLSBORO

TOWN BOARD MEETING
WILLSBORO TOWN HALL
March 13th, 2024

ATTENDEES- Highway Superintendent -Travis Crowningshield, Wastewater Treatment Operator- Patrick McCauliffe, Victor Putman,Pete Sowizdazal, Joi Larucci, Anthony D'Angelo

BOARD MEMBERS-Steven Benway, Lane Sayward, Scott Christian, Supervisor Shaun Gilliland

Excused- Lorilee Sheehan

PLEDGE OF ALLEGIANCE

CALLED TO ORDER @ 6:30pm

Kyli Miller presented a look at the new website for the town. This website is being done by Above Social and is 80-90% complete. Once complete it will take approximately 24-48 hours to merge and will be the same URL.

Supervisors Report

Correspondence-

Letter from Peter Paine detailing some of the properties the town uses that is being changed to another non-profit called Diddle LLC.

The Unified Court system sent the yearly letter asking for the 2023 audit.

Town-

-April 8th, 2024, Willsboro Central School is taking a snow day to not have to worry about the traffic problems with the Eclipse day. The county is possibly going to declare a holiday on this day.

-The town was awarded an EPG grant for \$50,000.00 for doing an engineering design for expanding the wastewater infrastructure for overflow and flux.

The generator for the town hall is up and running.

-The land trust for the Lily road property has a contract but has not closed. They have talked about possibly partnering with the Town of Willsboro in the future.

-BRASS won an award for executive director for \$150,000.00 for 2 years and another grant for \$20,000.00 to uptake a strategic plan and training of the board. The talk has

been between the Town board and BRASS of using the office space at the visitors center and to oversee the food shelf.

-Conversation with the West family to have the Town of Willsboro take over the operation of the sand pit and the mining permit. It is much faster/easier to transfer a license permit from one entity to another than to have it expire and re-apply. There will be a walk through tomorrow morning. No bond has to be put up, however the town would be liable for reclamation.

County-

-Fish stocking plan has been approved by D.E.C. The future of the fish hatchery is still up in the air.

-The jail employment issue is getting better and the Federal Female inmates will be returning and this provides revenue for the jail.

Benway made a motion to accept the warrant. Sayward seconded the motion.

Roll Call- Benway, Christian, Sayward, Gilliland

Sheehan-(Absent)

Ayes-4

Nyes-0

Town Clerks Report-

The clerk's office in the month of February took in \$2,584.94 paying \$4.00 to NYS Ag and Markets and \$ 0 to NYS Department of Health. Decals for the month took in \$50.00 of which \$47.24 went to the state and the town's commission was \$2.76. \$14,738.94 was taken in for Water and Sewer. In the month of February I took in \$704,329.46 and made a second payment to the county for \$300,000.00.

Christian made a motion to accept the Clerk's Report. Benway seconded the motion. All were in favor.

DPW- verbal report given by Travis Crowningshield.

-The wind took down a tree at the sewer plant and took out 3 transformers. A 24 hour State of Emergency was declared in Willsboro for the sewer district to be able to get the repairs done immediately.

-The Mcauliffe road has not had any work done on it in over 15 years and the DPW has been working on this due to people occupying the house on that road again.

Christian made a motion to pay Nolan Murphy for the work he has done for the town to include the town hall generator and the emergency work at the sewer plant. Sayward seconded the motion.

Roll Call- Benway, Christian, Sayward, Gilliland

Sheehan-(Absent)

Ayes-4

Nyes-0

Water/Sewer- Written report sent by Patrick McCauliffe

Ambulance District Report- Written report sent by Kira Crowningshield

Youth Commission Report- Written report sent by Krissy Leerkes

Parks Commission Report-No report given. A letter of resignation was received from Darren Darrah, Co-Chairman of the Parks Commission.

Old Business- None

New Business-

Christian made the motion to designate Town Supervisor Gilliland as the Authorized representative for the Engineering Plant Grant for the Wastewater Infrastructure. Benway seconded the motion.

**Roll Call- Benway, Christian, Sayward, Gilliland
Sheehan-(Absent)**

Ayes-4

Nyes-0

Sayward made the motion to authorize The Town Supervisor to execute the EPG Agreement and; authorize expenditure of project costs and local funding match requirements.

WHEREAS, the Town Supervisor is hereby authorized to execute an Engineering Planning Grant (EPG) Agreement with New York State Environmental Facilities Corporation (NYS EFC) and all other contracts, documents, and/or instruments necessary to facilitate the EPG project reference herein and to fulfill the Town of Willsboro's obligations thereunder.

WHEREAS, the Town of Willsboro hereby authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the Wastewater Treatment Plant Upgrades in the amount of \$12,500.00 and based upon the total EPG Grant award of \$50,000.00.

BE IT RESOLVED, the source of the local match and any amount in excess of the required match, shall be provided by the Town of Willsboro's sewer fund general line.

Christian seconded the motion.

**ROLL CALL- Benway, Christian, Sayward, Gilliland
Sheehan- (Absent)**

Ayes – 4

Nyes – 0

Benway made the motion for a resolution of intent to Apply and Application upon acceptance with the Empire State Development for the 2024 Round 8 RESTORE NY COMMUNITIES INITIATIVE Municipal Grant Program

WHEREAS, The Town of Willsboro will serve as the applicant and the grant recipient on behalf of the Willsborough Hardware Store. This program is a reimbursable grant where all project costs will be paid for by the recipient and will receive the grant upon final completion of the project, and

WHEREAS this project is consistent with the town's goals and Comprehensive Plan by supporting local businesses and promoting infill, reuse and revitalization of vacant, abandoned commercial structures within the Hamlet and downtown areas of the Willsboro community, and

WHEREAS, that the Town of Willsboro hereby authorizes the submission of the grant application consistent with the Request for Funding contained in the Grant guidance for the Restore NY Communities Initiative municipal grant program. The project requires no less than 10% of the total project cost in matching contributions, and

NOW THEREFORE BE IT RESOLVED that the Town of Willsboro will administer the grant in accordance with all applicable rules and regulations established by Empire State Development Corporation with the intent that the Willsborough Hardware Store (Dan Russell, LLC) shall be solely responsible for providing any out of pocket, upfront and matching requirements needed to complete the project, and

BE IT FURTHER RESOLVED that the Town Supervisor is authorized to sign the applications and any agreements required by ESDC for grant funding that results from the application. Christian seconded the motion.

Roll Call- Benway, Christian, Sayward, Gilliland Sheehan-(Absent)

Ayes-4

Nyes-0

Benway made the motion to approve the new road off of Indian Bay road owned by Rebecca Palmer to be called Woods Lake Way. Christian seconded the motion.

All in Favor

**Benway, Christian, Sayward, Gilliland
Sheehan-(Absent)**

Comments/Resolutions from the Board- None

Public Comment-

Victor Putman spoke and gave an update on BRASS.

Pete Sowizdazal spoke regarding a dangerous intersection on the corner of Beach and Hilton Terrace. He has been trying to resolve this problem for over a year and has asked the board for help. Gilliland and Crowningshield will go look at it in the morning.

Christian made a motion to enter into executive session to discuss hiring issues and appointments. Sayward seconded the motion. Entered executive session @ 7:15pm. Enter back into the regular board meeting @ 7:36pm. Gilliland stated that no decisions were made.

Adjourned @ 7:37pm

Submitted by Susan Thompson