



TOWN OF WILLSBORO

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**TOWN OF WILLSBORO
TOWN BOARD SPECIAL MEETING MINUTES
WILLSBORO TOWN HALL
June 15, 2022**

Attendees: Win Belenger, Polly Belenger, Travis Crowningshield
Board Attendance: Steve Benway, Lorilee Sheehan, Shaun Gilliland
Excused: Scott Christian, Lane Sayward

CALL TO ORDER: at 6:30 PM

PLEDGE OF ALLEGIANCE

Morgan is departing at the end of the month. Shaun has interviewed three candidates for a new supervisory clerk and has decided upon Stephannie Carmen. She lives in Willsboro with her husband, who is the district director for the 21st directional district. They live in Willsboro on Middle Road. She will start tomorrow. Shaun would like a resolution to set her salary at \$40,000, not including planning or zoning board secretary. Sheehan asked if this was posted. Gilliland stated that he did not have to post it because it is an exempt position. **Steve made a motion to hire, Sheehan seconded the motion. Roll call- Benway, Sheehan, Gilliland. All in favor.**

Director Wilkins is doing double time with her new job at the school. She is still doing all of the administrative work for the summer program. She will be coming in the mornings and afternoons to get this work done. The assistant director that has been chosen is Jared Joslyn. With Victoria not being there, he has a lot more increased responsibilities with having to run the program during the day. They have discussed readjusting the program salaries. It is about \$300 cheaper than what was budgeted, with him receiving \$21 per hour. The director has always been on salary and everyone else on hours. Steve is wondering when she starts her new job if she will still be putting in her hours. Gilliland states that he knows she is putting in the hours before and after already and he has not seen a problem with her work ethic thus far. He does not see it as a problem. **Steve made a motion to set the Salary at \$21 per hour for assistant director Jared Joslyn. Roll Call- Benway, Sheehan, Gilliland. All in favor.**

At the request of John Mitchell, at the Department of Building and Grounds person at the contract rate of \$20.64 an hour, he volunteered to become the dog control officer for Perry, so if I can appoint him officially as the Assistant Dog Control Officer, he can train for that. Sheehan asked if there was an additional stipend for this position. Shaun said there had never been an additional stipend paid before. Travis Crowningshield states that every other town pays extra for that position. It becomes a lot busier in the summer season and you can get called out on weekends or late at night. **Sheehan made a motion to hire. Steve seconded. Roll call- Benway, Sheehan, Gilliland. All in favor.**

Comments- Gilliland brought up the occupancy tax issues that he discussed at the last board meeting. He spent the afternoon researching and went through some websites to compare tax records. He came up with 20 (by looking at two websites) addresses that are unregistered. There

are a lot more that are not accounted for. Gilliland corrected his statement from before, stating that it is actually a 5% tax, not 4% as stated. Sheehan asked if renters were aware that they had to pay this tax. Gilliland states that he will send all of the information he has to the county to double check with their records and then send a letter to each homeowner.

Public comments- Win Belanger thanked Travis personally for coming with the town tractor to cut down the grass pulling out of Coonrod Road. Travis Crowningshield discussed water hook-ups and how this install is a lot different from before, and ran over their normal 8-hour day because of the push. Water meters will be discussed at the July meeting.

Travis Crowningshield made a statement about Jared Joslyn starting out at \$21 an hour to be an assistant director while his highway guys start below that. Sheehan stated that we are not comparing apples to apples; it is two entirely different scenarios. He does not have the qualifications that the highway guys do, and the highway guys don't have the qualifications that he needs for his jobs. There are qualifications in effect that we have to follow as per our state. Crowningshield thinks that in the future we need to think about this and do something different for the future. Gilliland states that it is only six weeks, and Benway said it is hard to find someone dedicated to only six weeks. Gilliland says he is sure there will be some hard discussions come budget time.

Win Belanger asks if there is an educational requirement to be an assistant director. If he has a bachelor's degree, he agrees he is being paid fairly. If he doesn't have a bachelor's degree, he believes he is being paid too much. Belanger asked if there is a priority to how water meters are being put in, businesses etc. Lastly, a few months ago, there was a list of plumbers. Do we have to pay to have the meters put in? Gilliland and Crowningshield explained that there are still some meters left from what the grant paid for but the installation is at the home owners expense.

Meeting adjourned at 7PM.