



TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

518-963-8668

**TOWN OF WILLSBORO
TOWN BOARD MEETING MINUTES
WILLSBORO TOWN HALL
July 13, 2022**

Attendees: Travis Crowningshield, Barbara Paye, Victoria Wilkins

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

CALL TO ORDER @ 6:30 PM

PLEDGE OF ALLEGIANCE

Review of minutes for June 8, 2022 Board Meeting and June 15th, 2022 Special Board Meeting Minutes

June 8, 2022 minutes and June 15, 2022 Special Meeting Minutes approved - Benway made the motion , Sayward Second the motion. All in favor.

REPORTS:

Supervisor-

-2022 Housing Survey

-Letter from Office of Real Property Tax Services detailing omitted taxes for 2023, which have to be put in as revenues in the 2023 Budget.

-Received Summer Permit for Summer Camp at Noblewood Park.

-Received letter from the Division of the Budget- 2nd half of American Rescue Plan funds will be hitting the bank account anytime now. It's an additional \$101,227.90. We have yet to spend any of the Willsboro money on the bonuses from last year because it was all covered on County funds. We will have to make a decision soon on how to spend the \$200,000.

-Letter from Excellus letting us know that they are applying to NYS to raise rates on all Health Plans- approximately a 10% increase.

-Town Pickle Ball Courts- Nets are supposed to be going in this week. Fences will be put in next week.

-Summer Program- Things seem to be going quite well. We will have the Director's report later in the meeting.

-Gilliland announced that we were going to have a public hearing tonight on the new proposed water ordinance that was introduced but he failed to publish it in the paper. He will have it published and we will have it at our next regular board meeting in August at 6:30.

-Water/sewer billing is late- has not gone out yet. A couple of reasons- new supervisor's clerk, and a new system to get the algorithms together to figure out sewer rates based upon our sewer ordinance water usage. They will be going out with no effect, no one will get late billing.

-County- CFA season coming up- all applications are going out. The Restore New York program is to fund buildings and properties, to increase their values. Hardware Store has reached out and wants to do a Restore New York Application for the restoration and building of the old IGA that they bought. The town would have to be an applicant on behalf of the individual business. They

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PHONE: (518) 963-8668 WEBSITE: www.townofwillsboro.com

would submit invoices through the Town Hall and then to the State and the State then pays forward. Shaun will be having a meeting with them next week with the Industrial Development Agency. The grant is up to two million. The applications started on July 11th. Benway asked- Do they have a better chance or benefit of getting the grant, versus someone else? Gilliland said that there was a webinar today and was told that they would be a good strong candidate. There are two rounds of this grant, a July round and an October round- each up to two million.

-Motion to accept the warrant.

Benway made a motion to accept the warrant. Sheehan second the motion. Roll call- Benway, Sheehan, Sayward, Christian, Gilliland.

Clerk Report- Reports are in packets. Crazy to believe it's already been 6 months. Still working on organizing files and learning new things everyday. **Christian made a motion to accept Clerks' report . Benway second the motion. All in favor**

DPW- Everyone has Pat's report for water in their packets- as he stated it's been a really busy month. There have already been a lot of water hook ups and 5 water leaks they have had to replace, 3 of which were on the main. Dollar General line across the road- huge thanks to Wilmington to send their water guy with their pusher to locate it. He was able to steer it with his technology and it was on point.

-First round of mowing is done, just the first pass. Next month they will open up the first pass again and go to the back side of the ditches.

-Still waiting on the truck from Adirondack, they do not have a delivery date/time yet for the water/sewer truck but our name is on the truck as soon as it comes in.

-Crowningshield ordered a smaller bucket for the excavator last week so we aren't digging up as much black top during water leaks.

-He has spoken with the County and other Towns and we are still waiting to see if they will blacktop this year because of prices. Over 50% of the towns are not blacktopping this year, hoping prices will go down next year.

-Trucks are still working for the County- next week they will be working 5-7 days on the Tracy Road, black topping for them. The County is unable to get trucks to haul for them.

-Perry and John Mitchell have been at the golf course for two days, working on the club house septic system. Roto Rooter came down 3 years ago and scooped out the pipe and all the tree roots that had grown through it, which is now plugged solid. The women's bathroom is working at the moment but they were unable to break through on the men's side. We will need to get 2 porta-potties for now because the bathrooms are closed. We will need to get a contractor over there to dig and put a new pipe in because there is no fixing this problem. This would be a capital improvement- because we are replacing sewer lines- going under the building and it could be a structural issue. Gilliland would like to get a contractor to give a price/estimate and then bring it to the Paines to say this is a capital improvement, we have to fix it and this is the price. If they pay, we can handle the administrative part of it.

-Perry's last day is August 19th- Travis would like a motion to advertise for the position now so they aren't a man short for more than a week. The position is replacing Scott's position as a HEO/CEO.

Steve made a motion to advertise now for the position. Sayward second the motion. All in favor.

Budget Request- Willsboro/Essex EMS- looking at \$11,000 increase in the town share. Looking for additional funds for the professional they have working. First year the county payes. The second year is paid by the ambulance district. We get $\frac{2}{3}$, Essex gets $\frac{1}{3}$. Shouldn't be a significant issue with the budget because we have a fund balance in case we had to hire, this is a hire, so we can use this balance.

Next year will be a tough budget year for everyone.

Youth Commision Report- No Report

Summer Youth Program-

Victoria Wilkins said the summer program is off to a great start, kids are so happy to be back down at camp. Thank you to Everyone for contributing to making this program run smoothly. The extra activities have been going well . The fish and game shooting activities have not been scheduled yet, we are waiting to find someone to help with this. As soon as she gets a date she will send it out for people to sign up. It is not too late to sign up for camp. There are 45-55 kids a day and 68 kids signed up. Gilliland thanked Greg Gordon and Lorilee Sheehan for helping with the food program.

-Gilliland stated that in the Lawsuit against the Town and Benedicts, the judge found in favor of the litigants and then awarded court costs for the Town to pay. Our town attorney is going to have a hearing with the judge, due to it is always court policy that the court costs are to the defendants and the litigants. Shaun asked the lawyers if an appeal should be made. The attorney said because Mrs. Benedict already has a plan B, and it has been approved by the planning board, it would not be worth it.

Parks Commission Report-

-Meeting, next Wednesday. The focus right now will be on playground equipment and a pavilion. There was a survey that went out to the public, asking what they would like to see happen with the parks. The committee has this back and will share the general results of the survey with the public. Mr. Kirk Baughman from Jay (his mom is living at the Assisted Living Facility) is willing to do a site plan on a 3D visual on a proposal on what he thinks would look great/benefit Willsboro, he is coming on the 27th. To do an accurate site plan- the committee needs to know what amount of space is usable/buildable for the Florence Hathway Park. They will consult with the codes officer in what direction to go.

Old Business:

-Dump Road- Imerys was asking if we could do an abandonment of the Dump Road, they want this because when their drivers cross a public road they need a CDL. Gilliland did some research on it and in order to do this, we have to prove it hasn't been used in six years. The first step would be a discontinuance. The County Clerk does not have any report to know if it was a road by use or dedication- back in 1875 they had a record that it was called Mcgee Road. In 1987 records were lost in the flood so we don't know how or when it became Dump Road. Came to the conclusion with the attorney that we do not have a record and it is most likely a road by use but no way to prove it. If we go with a discontinuance (still a town road but discontinued for public use and it goes back to DOT- Imerys would need to find out if a CDL to cross a discontinued road is needed and if they do, there would be no need to continue with this. We would not have to maintain it if it is discontinued, however we would still have to carry the

liability, we can post it, but can never get away from liability until we can completely abandon it.

-Phone System- The biggest difference with spectrum is they are not doing the voice over internet call, they would come in and wire the phones into the system, and have dedicated service with it. They can run this system to all the other buildings as well (we do not have the estimate for all the other buildings yet). Costs are much more reasonable than what we currently pay. Installation cost is \$500 with a monthly payment of \$212 for 5 years, which includes 6 phones. We pay \$1,000 a month at the moment. A huge benefit if we lose the internet we don't lose phones, if we lose electricity we don't lose phones. Cut over for the Town Hall internet will be the week of the 27th. The \$500 installation price includes all six phones as well.

Sheehan stated she would like to see a consolidated package to know what they are dealing with.. All other phone systems are working well right now so we do not have to change any of the other buildings at the moment. The problem area in need of fixing is the Town Hall, the other buildings are currently working fine. Spectrum is the only system that is hardwired- the rest are internet based. Christian asked if Spectrum was Gilliland's recommendation, and Gilliland said it was. Sheehan would like to see if we can lower the five year contract to a smaller term.

Christan made a motion to change the phone system at the Town Hall to Spectrum. Sayward second the motion. Roll Call- Benway, Sheehan, Sayward, Christian, Gilliland. All in Favor.

New Business-

-Adoption of hire-to-train contract for CDL drivers and Water/Sewer technicians. If we go ahead and pay for the training for these people, the idea is to have them sign a contract for a minimum amount of service time. Example-work 36 months- if they leave before then- they pay back the whole cost. Gilliland received sample drafts of these contracts from the county attorney and made edits, these were put in council packets. Christian asked if it affected the union and Gilliland stated the union rep has to sign the contract agreeing with it and it will be amended in the union contract.

Christan made the motion to work with the county attorney to fix this contract with the edits and provide it to any new hires for water/sewer and CDL drivers. Sheehan second it. Roll Call- Benway, Sheehan, Sayward, Christian, Gilliland.

-Real Property Tax Law 467- reduced tax rates to senior citizens with low income. One exemption is for disabled veterans- the money they get has been exempted. This exemption does not include surviving spouses.

Christian made the motion to extend exemption to surviving spouses who qualify to get a reduced tax rate. Sayward second the motion. All in Favor.

Public Comment-

Sheehan asked where the cost comes from for broken stones in cemeteries? Are there any grants/funds for repairs? Gilliland stated the New York State Department of State has funds/grants for repair. Before COVID, the town was looking into repairing stones in Gilliland cemetery. Everything froze and he doesn't know if it is unfrozen yet. Shaun will look into this and give Lake View Cemetery the contact information. Barbara Paye stated, William Gilliland is buried in the Lake View Cemetery and there is only a little tiny metal marker on his daughter's

plot and wondered if there were any known resources to put a monument down there? She also questioned the CDL- if they are still in the three year contract, if they were to die, would the family have to bear the cost? What about if they got a DWI? Gilliland stated that the family would not be held responsible and if they got a DWI, they would not have completed the 36 months and would have to pay.

Christian asked if this would include the DPW guys? Crowningshield stated that anyone that drives town vehicles or gets paid mileage from the town goes on the random drug and alcohol list.

Gilliland stated that the town could ask for a grant for the William Gilliland monument. The town would need to know what kind of monument they would be looking at to go forward. Paye will get a quote from Plattsburgh memorials. The town also has a \$70,000 stranded grant for the adsit cabin- which has now become unusable. The town could possibly apply for a grant for the historical significance, as he was the town's founder, Not only the town but Essex County. Sheehan asked if the town could use some of that dormitory authority money toward the signs around town to get them repaired. Gilliland said he will look into it.

Christian made the motion to adjourn.

Meeting adjourned at 7:22 PM

Submitted by Susan Thompson