



**TOWN OF WILLSBORO**  
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## **TOWN OF WILLSBORO**

**TOWN BOARD MEETING  
PUBLIC HEARING  
WILLSBORO TOWN HALL  
May 8, 2024**

**ATTENDEES-** Highway Superintendent -Travis Crowningshield, Wastewater Treatment Plant Operator- Patrick McCauliffe

Justin Drinkwine, Gregg Gordon, Victor Putman

**BOARD MEMBERS-** Steven Benway, Lorilee Sheehan, Scott Christian, Supervisor Shaun Gilliland

Lane Sayward arrived @ 7:44pm.

### **PLEDGE OF ALLEGIANCE**

**CALLED TO ORDER @ 6:30pm**

**Open public hearing- RESTORE NEW YORK grant for the old IGA building.**

The following was read-

The Town of Willsboro is accepting comments on the Town's Application for the Restore NY Round 8 Community Initiative Program Grant offered by Empire State Development Corporation. An important goal of Restore NY is to revitalize urban centers, rural areas, and disadvantaged communities. Municipalities are required to apply on behalf of the business

entity. All projects require no less than ten percent of the aggregated award and will be the responsibility of the businesses. The Application is due May 22, 2024. This project proposal

includes the demolition and reconstruction of the vacant building located at 3766 Main Street in an effort to reinvigorate downtown Willsboro. The following property will be submitted for consideration under these two categories of the Property Assessment List: A Vacant Commercial Building (Old IGA), which is 8, 132 Sq. Ft will be demolished (Class C – Masonry Walls). A new 8,132 building will be Reconstructed (Class D – Steel) on the existing footprint for the Willsborough Hardware Store location. Both projects are located at 3766 Main Street. A business plan and financial documents have been submitted to the Town for the application.

No public comment.

**Closed public hearing**

**Opened Town board meeting**

Review of minutes of the April 10, 2024 board meeting. No comments or corrections. Unanimously accepted as submitted.

**Supervisors Report-**

**Correspondence-**

- Article 78 service Murphy vs. Arnold- Town attorney is responding to the court and litigants attorneys.
- Tokio Marine letter stated we will be seeing a 10% general liability insurance increase.

**Town-**

- Golf course is open and running and lots of compliments have been coming in on the course.
- Brass is hosting the Salmon Symposium at Noblewood on Friday May 10th. 11-2
- Final ARPA report submitted \$202,000.00 went to the water department for meters.
- Commercial interest for the Black Ash from a glamping company. It is a company out of the Maine/NewHampshire area. They will get back to town with their analysis.
- NYSDOT is pushing planning grants. Willsboro has reached out for a transportation grant to build bike lanes down and around the point and or street plans to reduce speed.
- Still waiting on the contracts for the Park and the Comprehensive plan through the state financial system.
- Region 5 DEC wants to look at partnering with towns for boat launches to put docks in and take out and lawn mowing.

**County-**

-Rabies has been located in CrownPoint, Moriah, Westport and Essex already this year and has been found in many different kinds of animals. Call town hall if an animal is in question.

**Benway made a motion to accept the warrant. Christian seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Gilliland**

**Ayes-4**

**Nyes-0**

**Town Clerks Report-**

The clerk's office in the month of April took in \$2,527.70. Decals for the month took in \$392.00 of which \$370.36 went to the state and the town's commission was \$21.64. Settlement with the County for the tax season of 2024 on May 1st making the final payment and reconciling the tax account. Water/Sewer billing has been a little crazy this month as people who did not sign up to receive water meters received a double water bill. Greg Cassavaugh has agreed to mow the cemeteries again this year. He will not be able to dig graves for us due to his schedule. There are several grave diggers for the

other cemeteries and Thompson asked the board how they wanted to go about getting someone to do it. Kyli Miller and Thompson went to Noblewood and put all the supplies left from last year's summer program in totes because the lodge is rented a lot in the coming months. There are lots of toys, games, crafts, etc that might be able to be used this year for the Summer Program. Thompson told the board that Noblewood lodge needs some TLC and she wanted to make the board aware. The board agreed to reach out to the grave digger from the other cemeteries to see if they would be interested and to have several on hand to not end up in a bind of not having one available.

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

**DPW-** Report given by Travis Crowningshield

-Crowningshield and Mikey Phinney will be going to Highway school June 2nd-5th in Ithaca.

-The equipment did not get put on Auction international as the contract ran out. They will go on May 28th.

DPW has a powerbox paver that they would like to also put up for auction.

**Sheehan made the motion to put the DPW's Power Box Paver up for auction.**

**Christian seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Gilliland**

**Ayes-4**

**Nyes-0**

-The county has an old paver that when they went to trade it, was only offered for \$50,000. And they had put \$32,000.00 into it to make it worth trading. The DPW was offered this paver for \$50,000. Discussion was had for pros and cons from the board.

**Sheehan made a motion to proceed with the evaluation of the paver from Essex County at the DPW garage with the potential to purchase. Benway seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Gilliland**

**Ayes-4**

**Nyes-0**

**Water/Sewer-** Report given by Patrick McCauliffe

-There was a violation with the Department of health and it was due to the Lake not freezing and turning over last year. No danger in the consumption of water and it was one quarter over a year long study. The limit is 60 and we were 60.8. This is in the water quality report that was sent out to everyone on town water.

-2 water repairs on Corlear Drive.

-Curb valves were all located on Middle rd. in preparation for the county cutting shoulders later this year.

-Pressurized Bay water system and fixed leaks, it will be ready May 15th pending water samples.

-Met with MJ and they had a few questions on furnishing the lab, conference room and office. Gilliland stated that this was put into the proposal.

-Camera inspections were done on Mt.View, Maple and Mill street. Only one leak was found.

-The MBR and UV system is fully operational.

**Ambulance District Report-** Written report sent.

**Youth Commission Report-** Written report sent by Krissy Leerkes.

**Parks Commission Report-** Sheehan stated there will be a meeting on May 15th. Crowningshield stated that the grade will be set for the building soon. The County is working with Lake Placid sports council to plan sports venues throughout the county. They are looking to have pickleball tournaments in Willsboro. A proposal from Above Social was put in the board packet to promote Noblewood, this has been put on hold to do some work at Noblewood.

**Old Business-**

-Reber Sand Mine Permit contract proposal. Discussion was had with pros and cons from the board.

**Benway made the motion to proceed with the Reber Sand Mine Permit contract. No second was made.**

-The annual audit for the Justice court was done in April.

**Christian made the motion to accept the Justice audit and to send it to the State Justice Administration. Sheehan seconded the motion. All in Favor.**

-Gilliland has given the board a municipal premade 3 bay shelter estimate for a dog kennel to be placed at the DPW. This building is in compliance with NYS Ag and Markets regulations for a municipal shelter. DPW will do the site preparation. The cost delivered is \$28,273.00. Gilliland got this estimate and specs to write a RFP and put it out.

**New Business-**

-The Town received a grant for \$50,000.00 from DEC to do an engineering planning grant for the expansion of flex capacity of the wastewater treatment plant. Community resources put out an RFQ (request for qualifications) on it. Two companies came back and Rob Wick from Community Resources recommended the Swazo/MJ partnership to go forward.

**Benway made a motion to accept MJ/Swazo's qualification and request a proposal to move forward with the Wastewater treatment plant project. Christian seconded the motion. All in Favor.**

Sayward entered the meeting.

**Christian made a motion to appoint Anna Reynolds as Chairman Of the Zoning Board. To appoint Trisha Sheehan, Kathleen Nasner, Nicole Gerding as members to the Zoning board and to appoint Lori Franke and Matt Ploufe as alternates for the Zoning Board. Benway seconded the motion. All in Favor.**

**Christian made the motion to ratify the hiring of Marjorie Jaquish for seasonal hire for the Golf course proshop at \$15.00 per hour. Benway seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Sayward, Gilliland**

**Ayes-5**

**Nyes-0**

-Practice playing fields on the point road discussions of the town taking over the care of these fields from the school and using the schools equipment until the town could budget for a mower that would handle it. They will have to wait until the school board meeting to see if this is possible. The fields are in terrible shape with literally no grass on the fields. Sheehan asked if we could wait another month in hopes of better communications between the school and town. Crowningshield and Justin Drinkwine stated that something needs to be done now. Christian took soil samples and is waiting on the results.

**Sheehan made a motion to go ahead and treat the soil, fertilize and seed the Point Road soccer fields for the next month to accelerate the process of refurbishing the fields. Benway seconded the motion. All in favor.**

The assessor's computer is at a 100% capacity and the memory is full and the County IT department has recommended getting a new computer.

**Christian made the motion to purchase a new computer and monitor for the assessor's office up to \$1,000.00. Sheehan seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Sayward, Gilliland**

**Ayes-5**

**Nyes-0**

**Christian made the motion to hire Laney Nolette for seasonal hire for the Golf course proshop at \$15.00 per hour. Sheehan seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Sayward, Gilliland**

**Ayes-5**

**Nyes-0**

**Comments/Resolutions from the Board-**

Sheehan stated a 76 page document was overnighted by mail to the Health Department on May 7th for the Summer Program. The swimming trips will not be happening this year as it is mandatory from the Health Department that the Summer Program have their own Lifeguard even though the YMCA has lifeguards on site. There is not enough time to hire and train a lifeguard for 4 trips. The children will be on-site for the 5 days at school and they will make the best of it.

Public Comment-None

Entered into executive session.

Out of executive session @ 8:30pm

Discussions were held on issues. No final decisions were executed.

**Christian made a motion to contract with Access Tax and Accounting, Laura Fesco to provide accounting services to the Town of Willsboro at the rate of \$60.00 per hour. Benway seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Sayward, Gilliland**

**Ayes-5**

**Nyes-0**

**Sayward made the motion to authorize the Town supervisor to execute a contingent contract with the Adirondack Land Trust, when the Land Trust is in a position to execute a contract of sale and after review from the Town of Willsboro attorney. Benway seconded the motion.**

**Roll Call- Benway, Sheehan, Christian, Sayward, Gilliland**

**Ayes-4**

**Nyes-0**

**Abstain-1 Christian**

**Adjourned @ 8:35pm**

**Submitted by Susan Thompson**