



TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

518-963-8668

TOWN OF WILLSBORO TOWN BOARD MEETING WILLSBORO TOWN HALL April 9th, 2025

ATTENDES-Terry Pulsifer, Greg Gordon, Travis Crowningshield, Patrick McCauliffe, Chris McCauliffe, Derek Crowningshield, Nicole Crowningshield, Barbara Paye, Victor Putman, Linda Therrian, Jessie Morgan, Allen Alterie, Trisha Sheehan, Michael Carson, Tracie McGill, Spencer Hathaway, Aaron Valachovic, Adam Sayward, Margie Jaquish, Ron Bauer, Roger Sayward, Michael Phinney,

BOARD MEMBERS-Steve Benway, Lorilee Sheehan, Scott Christian, Lane Sayward, Shaun Gilliland

CALLED TO ORDER @ 6:30pm
PLEDGE OF ALLEGIANCE

Supervisors Report

Minutes accepted as submitted.

Correspondence-

USDA wildlife services sent a notice that the Rabies Bait Drops will be going out in May and a reminder to watch your animals that wander into the woods.

Lampricide Treatment along the upper bouquet and lower bouquet will now be happening in May of 2026.

Received the annual water quality report draft that was drawn up by the Department of health. Gilliland and Patrick McCauliffe reviewed and sent it back with corrections. Once these are done they will go out to all water district accounts and posted on the Town website.

Ron Bauer sent a letter requesting the town for a waiver to pay \$25.00 for a peddler's permit instead of the \$250.00 yearly rate. There is a group of vendors that have been members of the Adirondack Farmers Market and no longer wish to be a part of this organization.

Town-

A New Codes officer has been hired, Colin Mangan. He is the Codes officer for Essex, Minerva and Schroon Lake. He will be in the Office on Tuesdays and will be available by email and phone 7 days a week.

The Water Plant Engineering & Easement will be signed next month and a resolution accepting the change in the easement will have to be approved by the board and then registered with the County Clerk's office. The reason for the change was the redesign of the water plant due to the restrictions of the additional growth of wetlands areas on the property that the APA discovered and the building's electrical access had to be redirected.

5 FARRELL ROAD, WILLSBORO, NY 12996

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

2022 financials were closed out and the package is being put together to submit the Annual Financial report. 2023 is in progress at this time.

The town has been working with the county and Willsboro/Essex EMS to develop an on call system and on call payment from the County to EMS providers. Overnight coverage has been a problem. The county will bring in qualified volunteers to be paid at \$3.00 hourly and if they are called out they will receive the scale rate of their qualifications. This should help with the night time coverage.

Gilliland has contacted OneCall and they will be setting up the system. This system will be for anyone wanting to receive text messages or emails for emergencies, administrative announcements, etc. The links to sign up for this service will be on our website and social media once everything is in place.

County-

Hazardous Waste Collection Days will be as follows-

7/12/25 North Elba Highway garage

7/19/25 Essex County DPW Highway garage

8/12/25 North Hudson Highway garage

8/16/25 Ticonderoga Highway garage.

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

Sheehan asked if we were on the downhill side of the accountant that is rectifying the year end reports. Gilliland stated that it was well over 50% done and that the 2022 was extraordinarily difficult because the data put in was so defective.

Roll Call-

Christian, Benway, Sheehan, Sayward, Gilliland

Ayes-5

Nyes-0

Clerks Report- verbally by Susan Thompson

The clerk's office in the month of March took in \$2,938.58 paying \$2.00 to NYS Ag and Markets and \$ 0 to the NYS Health Department. Decals for the month took in \$87.00 of which \$82.50 went to the state and the town's commission was \$4.80. Water/Sewer took in \$1,654.89. I have collected \$139,742.02 more in property taxes this month. Tax collection will be ending soon and I will be going to Elizabethtown to settle the final payment with the county May 1st.

Gilliland stated that the County has sent out delinquent taxes and it was noticed that the notice on the tax bill needs to be in bold print and he will be addressing this with real property. This is especially the case on transfers of land during the year and that the taxes were not paid and therefore the new owners are responsible and did not notice the delinquent taxes.

Benway made a motion to accept the Clerk's report. Sayward seconded the motion.

All in favor.

DPW- Verbally by Travis Crowningshield

Painting on the trucks has begun and they will keep the plow on one truck in case of snow.

There are 3-4 small water leaks that need to be fixed. Spring clean up has begun this week. The proposal for this year to be paved is Coonrod Rd and Woodlawn Lane. The budget has not been passed yet to determine the CHIPS fund amount. Crowningshield will fill out the forms once he receives this. The County is paving Sunset Drive from Coonrod to the Sharp corner before

Lobdell Lane and Middle Road from Route 22 to Jeff's Iron Works. They are also paving on the far end of Point Road this year. Crowningshield and Mikey Phinney are signed up to go to Highway school June 1st-4th.

Water/Sewer- verbally by Patrick McCauliffe

Water- With all the work that the County is doing on Middle and Sunset the dig request was that they mark every private valve, mainline valve and hydrant valve. While doing this they put everything into the GIS system, both roads are completely done. McCauliffe did a walk around inspection at the water tanks and noticed that the newer tank has its first leak. After consulting the rep from Aquastor. They stated there is an epoxy that can be injected from the outside to fix it. They will be sending a quote.

Waste Water- The rain last week with all the sump pumps still pumping into the waste water hit really hard. They were able to stay ahead of it by changing pump rates every nine minutes. Sludge beds are back with 3 out of 4 being used and the county will be hauling the winter sludge up to the landfill on April 14th.

Zoning Report- written report submitted by Jonathan Franke

Codes Report-none

Ambulance District- Written report submitted by Kira Crowningshield

Youth Commission Report- Youth Commission received a grant for sports related equipment from the County Youth Bureau and they should be receiving this soon. They held baseball/softball signup on April 8th with low participation and will not be doing baseball or softball this season. PreK-2 grade will be doing skilled practice. Alan and Ada Hutchins donated a Popcorn Popper to the Youth Commission.

Gilliland stated that the Willsboro Central School board approved the summer camp agreement for this year.

Parks Commission Report- The last meeting they discussed the 3 RFQ's and the committee was in favor of selecting GPI. Higby Park RFP will be going out soon. The Pavillion location will be held off until the engineer for the playground is selected. Christian asked if the pavilion would be ready for the 4th of July for planning purposes. Crowningshield stated as soon as they get the location they will begin work on the pavilion but could not guarantee a time frame.

Christian made a motion to ratify Hathaway Park Planner Agency to GPI. Sheehan seconded the motion.

Roll Call-

Christian, Benway, Sheehan, Sayward, Gilliland

Ayes-5

Nyes-0

Gilliland has brought the Fireworks location for the board to discuss. Christian stated when it was first discussed to have it at the boat launch. He was not aware that the State Boat Launch would be closed off at the Point road and not allow the people to park down there and for safety purposes and access to view them, recommended that the fireworks be shot off behind the old school, the same location that they use for the Christmas in the 'BORO.

Christian made the motion to have the fireworks for the 4th of July celebration to be shot off behind the old school at the location that were used for the Christmas in the 'BORO. Sayward seconded the motion.

All in favor.

Gillilland contacted four different masons to replace/repair the front steps of the Town Hall. One did not get back. One only does concrete and not bricks. Ryan Masonry came back with the proposal to replace the whole thing as a repair would not work. The replacement would involve an architect and an engineer and the price would be very high. Mountain Hallow Masonry & Chimney LLC. from Crown Point said it was possible to repair and it would last a long time. That estimate was \$7320.00. Crowningshield stated that Mountain Hallow feels very confident that they could put new bricks on the front pieces and the return back to the steps. They will re-point the sides and the crack across the top would be fixed. This will require that the front entrance be closed off a week and the back entrance will be used. Sheehan compared the two proposals and questioned that one company is stating it needs to be replaced and the other company stated that it can be repaired and how long will the repair last. Benway stated that it is a fix and they don't know how long it will last but it needs to be done right away. Gillilland sought out the quotes. Crowningshield stated that Ryan Masonry looked at the steps during Covid and they stated back then that it would need to be replaced and the quote then was \$27,000.00.

Christian made the motion to hire Mountain Hallow Masonry & Chimney LLC. to repair the front steps of the Townhall for \$7320.00. Sayward seconded the motion.

Roll Call-

Christian, Benway, Sheehan, Sayward, Gillilland

Ayes-5

Nyes-0

The dog holding facility is a public work project, subject to a \$35,000.00 minimum to require a formalized bid. This building will require a bed for the building that can be concrete, asphalt or gravel. Water and electrical will have to be provided to the building as well as a minisplit for heat and cooling to accommodate the regulations for the animals.

Benway made the motion to purchase the 12X18 -3 dog facility with a door size of 20" for \$26,215.00. From Horizon Structures. Sheehan seconded the motion. Christian made the motion to amend to add a wash down liner for \$50.00. Benway seconded the amended motion.

Roll Call-

Christian, Benway, Sheehan, Sayward, Gillilland

Ayes-5

Nyes-0

Christian made a motion to hire Colin Mangan as a part time employee \$15,000.00 per year. Pro-rate for the remainder of 2025. Benway seconded the motion.

Roll Call-

Christian, Benway, Sheehan, Sayward, Gillilland

Ayes-5

Nyes-0

Comments from the Board-

Christian stated that the board accepted the resignation from Judge Dickerson last month and asked if there was a plan going forward and what was going to happen with the case load. Gilliland stated that it was not the business of the Town board and that the board cannot regulate anything that the judges do. Christian stated that there will be more work for the current judge and when they were elected the position had two (2) judges. Gilliland stated that if you want to change an elected official's pay in the middle of the year, a local law would have to be passed. Christian stated he thinks as an employer and a human being that it should be looked into. Sheehan added that at the last meeting that they were given information from the District Attorney's office for the 2023 year of 33 cases and 2024 year of 29 cases. Justice Morgan's court clerk Laura Carson, who could not make the meeting, asked Sheehan to give the report to the board. This was passed out to the board. Total charges being 119 for 2024

Public Comment-

Barbara Paye-

What was going to happen with the judges and if they were going to go to one judge?

Gilliland stated that the subject of going to one judge was debated at two (2) different board meetings and it is not on the agenda because the debate is over and he would not bring it up again. If it was voted on to go to one justice, it could be subject to a permissive referendum that requires 5% of the total number of votes cast in the last gubernatorial election. Then it goes on as a remissive referendum. If there were people that already had their petitions in to be candidates, they would still be able to be elected and if the remissive referendum to go to one judge failed then they would take office. If it passed to go to one justice, the office would not exist, they would not take office.

Margaret Adkins-

What does it mean that you lost the debate?

Gilliland stated they had significant debates about going to one justice. He was in favor of going to one justice and Councilman Sheehan was not in favor. Gilliland stated he can't say it won't be brought up again but he, with only one vote, was not going to bring it up.

Michael Carson-

What are you doing with the one (1) justice that is going to take over a two (2) justice position?

Gilliland stated that he just explained that it requires a local law to change the justice pay and a public forum with a justice how much she wants to get paid is not appropriate and that the clerk's salary is a separate issue because they are not elected and that can be discussed after a discussion with the justice.

Margaret Adkins-

Stated she would be happy to come in to discuss this issue with Gilliland and she served for almost 13 years as an elected justice in New Scotland and she was appointed to fill a vacancy in Vooresville when the judge couldn't serve. And the Office of court administration will provide coverage and they will pay. She also stated she got "stuck" when her co-judge ran for Supervisor

from April until January 1st with no extra pay. She will come in in the morning to discuss with Gilliland.

Pete Sowizdral-

I thought that there was no dog control officer.

Gilliland stated the DCO was out for medical reasons but is back now.

Asked why the town does not hire just one person for zoning and codes.

Gilliland stated that it requires more work than one person can do and that he has put it out there many times and there just is not anyone out there that they can hire.

Dereck Crowningshield-

Gave a report to the board with information gathered from all the towns in the county for zoning & Codes with salaries, permits, hours, revenue from permits, tax payer burden, population, etc.

He gave a suggestion to combine with Lewis for a codes officer and have no zoning officer, to hire a qualified codes officer 4 days a week at \$30.00 per hour to reduce the tax payer burden.

He also added a suggestion to increase the permit fee schedule to alleviate tax payer burden by creating more revenue.

Linda Therrian-

Told what the Farmer's Market does for the community.

Asked Ron Bauer to speak to lower the Peddler's permit fee.

Ron Bauer-

The local vendors do not want to join the Adirondack Farmer's Market and do not want to pay the full cost of the Peddler's permit.

Gilliland stated that the Adirondack Farmer's Market is exempt from paying the Peddler's fee.

And if they want to start an organization, they would have to get permission from the Adirondack Farmers Market and come back to the board. Chris McCauliffe will let Gilliland know what they decided.

Dereck Crowningshield-

Ask Where does the rest of the money from the Codes Officer position and the Justice position go? Gilliland stated that the justice salary has not been decided and that the code's salary would go back to the general fund and can be reallocated to others. Dereck Crowningshield suggested taking the \$250.00 peddlers fee out of the money saved.

Adjourned @ 7:56 pm

Submitted by Susan Thompson