



TOWN OF WILLSBORO
OFFICE OF THE TOWN CLERK

MINUTES
TOWN BOARD MEETING
DATE: April 10, 2019 AT 6:30 PM
LOCATION: WILLSBORO TOWN HALL

Present: Supervisor, Shaun Gilliland, Councilors: Charles Lustig, Steve Benway, and Lane Sayward.

Excused: Lorilee Sheehan

Guests: Travis Crowningshield, Justin Drinkwine, Brian Swazzo, Hannah Jacques, Becky Crowningshield, Tom Swazzo

Supervisor, Shaun Gilliland called the meeting to order at 6:30 P.M.

The board recited the Pledge of Allegiance.

Review of Minutes 13 February 2019 Regular meeting and March 13 2019 **Charles Lustig moved to approve February and March 13 minutes. Steve Benway seconded. All in favor and the motion carried.**

Public Comment: None

Reports:

Supervisor

- Correspondence: Sump pump infiltration memo (legal) and Nonprofits easements evaluation legal opinion are on file at the town hall.
- Town: Local Waterfront Revitalization Grant meeting: Shaun gave out the notes. Next meeting will be the 25th of April. They will meet the last Thursday of every month. This is a \$75,000 grant. Flood plain maps: we have received these maps they are on file for public review for 2 weeks. Once we get the affidavit then they can go back and reset the flood insurance rates. Memorial grant: this should be coming in. museum grant this is for \$75,000 we are waiting for a quote to come back on the windows. Then we will put the budget together. Bay lane water turn on expected 15 April. On the 28th of April PSC Vets preserve cleanup: this is an email from nature conservancy. This will be a cleanup day. Shaun would like Charlie to get with the legion to see if this is something that they can meet up with to clean up and do a luncheon.
- County: Occupancy tax: this was passed it will go from 3 to 5 percent if legislature passes. NCREDC: Shaun has a meeting on this tomorrow. EMS: they approved the \$2.2 million dollar grant to move forward with the PILOT program. This will be on deputy ems coordinator and executing to pay on call volunteers. Fairgrounds: there is the possible movement by a private buyer to put it into private hands. Charles

Lustig asked about what will happen to the agriculture in the county? He feels that it is important to keep this in the county hands and not sell it.

- Motion to accept Warrant, Supervisor's Report: **Steve Benway moved to accept the warrant and supervisors report. Lane Sayward seconded. Roll Call: Benway, Sayward, Sheehan, Lustig, Gilliland. All in favor and the motion carried.**
- Town Clerk Report: **Supervisor Gilliland called for a resolution to accept the town clerks monthly report. Lane Sayward moved. Charles Lustig seconded. All in favor and the motion carried.**
- DPW: we are going to start sweeping the roads on the 22nd. We are going to work with the state this year to help everyone out. The state will pay us to help them. Travis will get the information to Shaun on the truck tomorrow then we can go ahead and execute. Water and sewer report was emailed.
- Ambulance District Report: they got all the defibrillators and they are all trained and in service. They did get an award notice from DASNY. Calls were 26 for March 86 runs for the first quarter. They will be working on recruiting new members. They did a CPR course for the fireman.
- Youth Commission Report: No 5/6 baseball not enough kids signed up. The rest will have teams. Bowling alley day went well.
- Parks/Rec./Golf Course Report: Easter egg hunt 9am-12pm. The key club is going to do egg hunt. 4th of July letters will be going out. Justin met with Hannah on the grants and what he will need to get to get these executed. The lawn mower came. Justin needs to update his Microsoft. He needs to purchase in the amount of \$150.00 **Charles Lustig moved to purchase Microsoft for Justin's computer in the amount of \$150.00. Steve Benway seconded. Roll Call: Benway, Sayward, Lustig, Gilliland. All in favor and the motion carried.**

Old Business:

1. WWTP update & I&I control strategy- Cedarwood Engineering: they have been operating the plant now for two weeks. Tom has found some issues since they have taken care of the plant. They briefed the board on what has been going on and needed to be done moving forward.

New Business

1. Bay Lane EPG resolution for county engineer to perform grant: The county engineer is on track with this to execute the study and deliver the report. **Supervisor Gilliland**

- called for a resolution to do the account and enter into an agreement Charles Lustig moved. Steve Benway seconded. All in favor and the motion carried.**
2. Robert Wilkins out of district water customer: we sent them a bill for bay lane water. It turns out he was signed onto town water 10 years ago. **Supervisor Gilliland called for a resolution to bring on Wilkins into the Willsboro water district which would be \$37.50 plus the water system assessed per 1000. The total water bill for the year will be \$292.62. Charles Lustig moved. Steve Sayward seconded. All in favor and the motion carried.** Steve would like to bill them from the date of discovery and see if they pay anything. Shaun will find out what that date is and bill them.
 3. Special project hires: CO project for the sign at the school and the ball field dug outs. One of the CO's are going to build the dugouts. We have 13 for the school sign which include Darlene Deforst, Rob Clair, William Primley, William Owen, David Tower, Brad Dragon, James McGraw, David Donah, Neal LaVigne, Robert Pabis, Mark Monette, Patrick Bradey, Robert Patnode, Michael McNally and 8 for the dug outs Gay Lord Duval, Ray Furneia, Daniel Holdridge, Carol LaClair, Scott Hanley, Jody Spear, and Michelle Baker. **Supervisor Gilliland called for a resolution to bring on the Cos Charles Lustig moved. Lane Sayward seconded. Roll Call: Benway, sayward, Lustig, Gilliland. All in favor and the motion carried.**
 4. Summer program director, aquatic director hires Victoria Wilkins would be the summer camp director hired at a rate of \$6400.00 Aquatic Director would be Nick Arnold: Justin recommends that we pay the Aquatics director a rate of \$17.50 since we increased the cook to \$15.00. Steve asked if we have enough funds to cover this in the lines Shaun said yes. Steve feels we should have looked at these at budget time. Shaun said we do have a hard time getting lifeguards so maybe this will help get people in. **Lane Sayward moved to hire Victoria at \$6400 and Nick at an hourly rate of \$17.50 for the aquatics director. Steve Benway seconded. Roll Call: Benway, Sayward, Lustig, Gilliland. All in favor and the motion carried.**
 5. Golf course staff hires: Pat Oliver, William Eisenhardt, Otis Gay, Paul Fine Lease, Reagan Arnold, and Arnold Provost. **Charles Lustig moved to hire for the Golf Course same people as last year. Steve Benway seconded. Roll Call: Benway, Sayward, Lustig, Gilliland. All in favor and the motion carried.** Justin asked on the pay Shaun said we will pay on the same rate as last year.

Resolutions/Discussion from the Board: Steve wanted to mention for the Wilkins that we should bill in arrears if they weren't paying in we have the date of abandonment. Then we should bill from that date forward. **Steve Benway moved to bill from the date of abandonment. Lane Sayward seconded. Roll Call: Benway, Sayward, Lustig, Gilliland. All in favor and the motion carried.**

The healing garden would like to use the gateway pavilion to use for their fundraiser in July. They are not sure on the exact date yet but will let Justin know. Lane would also like to use the tents again for that event. Justin said they do have them rented some so just to let him know ASAP so that he can get it on the calendar. **Charles Lustig moved can they also use the tents and pavilion. Lane Sayward seconded. All in favor and the motion carried.**


Lane wanted to let the board know that when we did interviews and talking with the people on the club house at the golf course the bathrooms seem to be an issue. Lane asked if we could use the CO's to do a project to fix them. Shaun said we cannot because it would be a capital improvement. We fell that something needs to be done about the bathrooms. Shaun will talk to Peter when he gets home to see if we can get them repaired.

Resolutions/Discussion from the Floor:

ADJOURNMENT -

Supervisor Gilliland adjourned the meeting.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Bridget Brown".

Bridget Brown, Town Clerk