

First DRAFT

INLET TOWN BOARD AGENDA

TUESDAY November 6th 2018

6:30 P.M. - Highway, General Bill review – updates

7:30 P.M. - Call Regular Meeting to order

Pledge of Allegiance

Minute's Review – 10/9/18 meeting & 10/23/18 bid opening special meeting
See attached pages 2 - 5

Public Comment–

Communications – Visual tower height balloon test w/APA & Chazen engineers Nov 19th?

CAP-21 –L.W.R.P. grant Arrowhead Park awaiting possible extension

Assessor/Codes, Parks/Building/Information/Clean Waters.

See attached pages through 6 - 8

Public Hearing - 2019 proposed Town Budget- 7:45 P.M.

Police – Inlet asking Webb to extend Police Chiefs joint contract, Request to hire part time patrol
See attached pages 9 &10

Planning Board-Town Comprehensive Master Plan 5year update, members to meet w/board & Dept. Heads

Youth Commission - New commission members still needed

Highway Department – Winter prep, new truck ordered

Transfer/Recycling – Winter hours - closed Tuesday & Wednesday also closed for lunch 12-1

Town Clerk Report – Rental & revenue reports

Public Hearing - Tax Cap Override – 8:15 P.M.

Supervisors Report – State grant for Bike/Road safety

- APA approval on draft plans for Highway storage/garage.. go out for bid?
- Thank You from KYAC for support

See attached page 11

Public Comment –

Audit Bills - Highway, General

Next Regular Meeting– 12-11-18 - 6:30 Bills & updates, 7:30 Meeting

**October 9, 2018
Regular Meeting
Inlet Town Board**

Bill paying began at 6:30

The **Regular meeting** began with the Pledge of Allegiance led by Councilman Schmid in Supervisor Frey's absence, at 7:30pm.

Present were Highway Superintendent Shawn Hansen, Codes/Zoning Aimee VanWie, Gary Zawatski, Peggy Brownell, Jamie Organski, and Terry Newman.

Officials present were Councilman Schmid, Councilman Levi, Councilman Brownsell, Councilman Townsend and Yvonne Lutz, Town Clerk

MINUTES

Reviewed and accepted.

PUBLIC COMMENT

MOMENT OF SILENCE – Councilman Schmid asked for a moment of silence for Dan Murdock. He was such an asset to our community and will be missed.

TOWNSEND TRAIL – Peggy Brownell thanked Shawn Hansen and the highway department for all the work on the Townsend trail, including the blacktop on the section that kept washing out. She asked what the possibility of doing more was. They would not blacktop the sections that had snowmobile use in the winter, nor would they plow the trail. There was discussion about money to make all the improvements and possible completion dates.

PARKING IN TOWN ISSUES - Gary Zawatski spoke about the lack of parking spots in Town and the impact it could have on the local businesses. He asked if there was a possibility of moving the tennis court to Fern Park to open that area for parking. The consensus of the Board was that would never be an option, it would ruin our beautiful park. We are looking to extend the parking lot up toward "cottage #4" to allow for more parking spots. Mr. Zawatski added if we do not add more parking, the town is limited in how much it can grow.

CTS

Aimee VanWie mentioned that CTS is looking for volunteer drivers. They have very few drivers and none from Inlet. Could really use some Inlet resident volunteers.

YOUTH COMMISSION - The Youth Commission is also looking for more people to be in the organization.

POLL WATCHERS – Councilman Schmid mentioned again need for poll watchers for our elections. If we do not find more people, the polls will be moved to Raquette Lake.

CAP 21

Still looking for an extension on the LWRP grant. Clerk Yvonne Lutz mentioned that she saw that Robin had emailed a few times for status updates, however, have not seen a response.

FERN PARK MASTER PLAN

Group is going to start researching other areas to get ideas for Fern Park.

INFORMATION OFFICE

Report is available online and attached to agenda each month

ASSESSOR/CODES

Report is available at Town Clerk's office and attached to agenda each month. Aimee VanWie mentioned that the new enhanced STAR deduction on School taxes is available. If you are currently registered, no action is needed. Mrs. Brownell asked what was different with Enhanced STAR as opposed to regular STAR. Assessor VanWie explained that enhanced is for over 65 years old and have earned less than \$86,000 in the year.

PARKS

Report is available at Town Clerk's office and attached to agenda each month.

POLICE

No update on consolidation.

DONATION POLICE VEHICLE – A letter was read from Tim Fenton. He has donated \$25,000 to the Inlet Police Department. The department will be using this to purchase a new vehicle. Mrs. Brownell asked where we would get the balance of funds needed to purchase the vehicle. It was explained that there is money in the budget and we will also sell the old police vehicle to help defray the costs.

ZBA & PLANNING BOARD

MEMBERS NEEDED Aimee VanWie spoke regarding the need for more members on both Boards. Mr. Zawatski expressed interest, however, added that he would not be in Inlet for Winter season, which is not a problem.

HIGHWAY DEPARTMENT

Highway Superintendent, Shawn Hansen reported that they have blacktopped Seventh Lake Road and thanked residents for their patience. He apologized for the inconvenience it did cause residents.

In addition, some of the work done this month was as follows:

- Hauled garbage and recyclables
- Moved stage from Fall Festival
- Hauled some gravel in MRP for DEC trail crew
- Started preparing plows
- Pulled dock at Fourth Lake boat launch

Superintendent Hansen is looking to get bids on a new pickup truck for the Highway. Looks as if the amount is going to be about \$45,000-\$50,000.

Transfer station still open 7 days/week. November 5th, they will begin the schedule where they are closed two days each week.

New baler is up and running. Still trying to get caught up from when baler was down. Mrs. Brownell asked why other towns bring their recycling here and they do not take care of their own. It was explained that the agreement is that we process the recycling for the towns. Mr. Zawatski asked if recycling is a bigger job then processing garbage. There was discussion on the process of transferring garbage and recycling. Mrs. Brownell asked if we carefully regulate the incoming garbage and recyclables. She was reassured that we do.

TOWN CLERK

Revenue – Town Clerk revenue for the month of September was \$23,646.00.

BUDGET PUBLIC HEARING – The Public Hearing regarding the preliminary budget will be 7:45 pm on November 6h.

REGULAR MEETING CHANGE - The Regular Town Board meeting for the month of November will be moved to November 6th at 7:30 pm, with bill paying at 6:30 pm.

NON DISCRIMINATION AND HARRASSMENT – A new non-discrimination and harassment policy has been added to the employee handbook. Training will be completed for all employees and each employee will have to sign that they read, received and understand the new policy. Councilman Brownsell **MOVED** to adopt the new policy. Councilman Levi **SECONDED**.

4 AYES 0 NAYS MOTION CARRIED

ARROWHEAD COTTAGES – Peggy Brownell asked if the cottages in Arrowhead Park that the Town owns pay for themselves. It was explained that they bring more revenue consistently each year that what they are costing the Town. Gary Zawatski asked if we compete with other cottage rental businesses. It was explained that we try to keep the rental costs of the cottages higher than any other local cottage rental so we are not competing with our residents.

RESOLUTION NO: 35.18 GENERAL/HIGHWAY VOUCHERS

On a **MOTION** offered by Councilman Townsend, **SECONDED** by Councilman Levi the following resolution was **ADOPTED** to pay Highway/General vouchers in the amount of One Hundred Five Thousand Fifty Seven and Eighty-Two cents (\$105,057.82)

4 AYES

0 NAYS

Motion carried

RESOLUTION NO: WASTEWATER VOUCHERS

On a **MOTION** offered by Councilman Levi, **SECONDED** by Councilman Brownsell, the following resolution was **ADOPTED** by **VOTE** to pay Wastewater vouchers in the amount of One Thousand One Hundred Fourteen and Nine Cents (\$1,114.09)

4 AYES

0 NAYS

Motion carried

NO EXECUTIVE SESSION

With all business heard, the Town Board adjourned at 8:20 pm with a **MOTION** made by Councilman Brownsell and **SECONDED** by Councilman Levi. The next regular meeting of this Board will be on November 6, 2018 and will begin at 7:30pm. Bill paying to begin at 6:30 p.m.

Respectfully submitted,

Yvonne Lutz
Town Clerk

October 23, 2018
SPECIAL MEETING/BID OPENING
Inlet Town Board

The **Special Meeting** began at 2:00 pm led by Supervisor Frey.

Present were Highway Superintendent Shawn Hansen.

Officials present were Supervisor Frey, Councilman Brownsell, Councilman Townsend and Yvonne Lutz, Town Clerk

BID OPENING

4 bids were received for the new 2018 or 2019 Highway Department pickup truck, with specifications provided by Shawn Hansen, Highway Superintendent.

Bidders were Davidson Chevrolet of Rome, Carbone, Mangino, and East Syracuse Chevrolet. East Syracuse was the lowest bidder at \$43,484.50.

Councilman Brownsell made a **MOTION** to accept the lowest bid from East Syracuse Chevrolet in the amount of \$43,484.50. Councilman Townsend **SECONDED**.

3 AYES 0 NAYS Motion Carried

Supervisor Frey thanked all bidders

Shawn Hansen would like to order a cap for the truck. He received two prices and Boulevard Trailers was the lower price at \$1575.

Councilman Townsend made a **MOTION** to purchase the truck cap from Boulevard Trailers at \$1575.00. Councilman Townsend **SECONDED**.

3 AYES 0 NAYS Motion carried

SAFETY TRAILS/GRANT

Supervisor Frey discussed Dave Scranton's letter with interest in bike trails extended through Raquette Lake.

Unfortunately, there are areas that are not wide enough to offer room for a bike trail to Raquette Lake at this time. James Tedisco has funds available to the Town of Inlet in a grant for \$125,000 for trails that promote safety, however, we would not be able to use this for bike trails to Raquette Lake. We would utilize these funds for the Elaine Townsend Trail and for the work on the Church wall and sidewalk.

POSTAGE METER

Town Clerk proposed the possibility of using a postage meter in the Town offices because of the amount of postage used and often over payment on postage for some packages/letters. Supervisor Frey asked for a proposal of what amount of money could be saved in using this meter.

With all business heard, the Town Board adjourned at 2:35 pm with a **MOTION** made by Councilman Brownsell and **SECONDED** by Councilman Townsend. The next regular meeting of this Board will be on November 6, 2018 and will begin at 7:30pm. Bill paying to begin at 6:30 p.m.

Respectfully submitted,

Yvonne Lutz
 Town Clerk

**ASSESSOR/CODES
MONTHLY REPORT
October 2018**

CODE ENFORCEMENT

A copy of the monthly report for permit activity is on file in the Town Clerk's office.

ASSESSOR

Property sales have been active, with parcels with waterfront, view or even access selling very high. Some areas like Limekiln Lake are in such demand that homes really never reach the open market. Homes in Town or without any water influences are staying near their assessed values.

I have sent all property Owners a letter along with the forms needed for the new Enhanced Star Program. If you or anyone you know is turning 65 please stop in my office for the new application. You will only have to register once and you will receive the exemption or rebate check as long as you own and reside in this home.

Respectfully submitted,

Aimee VanWie

Parks Department Report For October 2018

Mitch Lee Parks Dept. Supervisor.

New Trail Signs and Colored Markers & Numbers have been going up at Fern Park. The three Loops Mint Green for Lighted Loop Blue for Medium Loop and Red for Longer Loop and Yellow to Indicate Perimeter State Land Trail with Arrows and Many new indicator signs for Fern Park Entrance will make the Loops Much Easier to negotiate.

The Parks Buildings and assets have been winterized and covered for the season.

The rehabilitation on cottage number Two has been on going, with new Heater installed and new Hot water heater installed. The moldings are matching up to perfection. New Counter top should be in to cover the new reuse cabinets we received from Lutz Mechanical.

The Ice rink is freshly painted and ready for water as soon as the Weather Provides.

This upcoming week we will decorate the Town Hall and the Tree for Christmas.

John will revert back to snowmobile grooming duty on Nov. 6th

1. Balance in Petty Cash on October 31 was \$73.65.
2. From April 1, 2018 to October 31, 2018 this office has processed 0 snowmobile permits for the 2018/19 season. This includes the 75 permits that were purchased in March. The Information Office will continue to sell 2018/19 Snowmobile Permits for the preseason rate of \$65 each until November 15, 2018. Permits can also be purchased at the Town of Webb Visitor Center and online at OldForgeNY.com.
3. During July 2018, \$3,090 was accepted from 39 vendors to reserve 41 ½ spaces for the 2019 "Arts in the Park." During September 2018, \$1,280 was accepted from 20 vendors to reserve 22 spaces for the 2019 Fall Festival. Applications for the 2019 shows will be available to everyone else on January 1st.
4. The IABA's November meeting will be on the 6th at Screamen Eagle, starting at 6:30 p.m. Their December meeting will be on the 4th at a location yet to be determined. This group has lots of great ideas and is working well together. Notes from IABA meetings can be found at www.GoInletNY.com. They will soon be accepting dues for 2019. **You can pay your dues online!**
5. Adirondack Kids Day was a success. 300 goodie bags were given away by 12:30. 80 children (which was our max) signed up for the fishing derby by 10:30. Notes available upon request.
6. Fern Park Master Plan Committee continues to meet on the third Tuesday of each month at 7:00 p.m. in the meeting room of Inlet Town Hall. Anyone interested in the future of Fern Park is welcome to attend.
7. The DEC Grant application has been submitted requesting funds to help with the "Sunsets by the Lake" summer concert series. You can check out the 2019 lineup at www.inletconcertseries.com.
8. Hamilton County Nurses have been offering free Tai Chi in the Senior Room on Wednesday at 9:30 a.m. Anyone interested is welcome.
9. Almost time for Adirondack Christmas on Main Street, which will be November 23-25. Trying to put together a list of who will be open that weekend and also listing activities and all businesses who have given something towards the basket raffle. If you have any thoughts or suggestions, please let me know. www.inletchristmasonmainstreet.com
10. Also working on the New York Shootout. Keeping this event on Saturday, and hoping for a great turnout. www.newyorkshootout.com
11. The IABA's Holiday Open House will be Thursday, November 29th. From 4:00-8:00 p.m. many downtown shops will be open and offer treats while you shop for the holidays. Starting at 5:00 p.m. many home-based businesses will be set up in Screamen Eagle offering a variety of products to shop from.
12. I usually send out letters to businesses at this time asking for support of the Champagne Bus. I am not positive this bus will be running this New Year's Eve.
13. I am helping Holly Koppe and the IABA plan a snowshoe race for February 2, 2019. This race will piggyback a race being held in Speculator on February 3rd. The plan is to have this race benefit the Inlet Youth Commission.
14. The IABA, with Lynn Durkin & Holly Koppe's help, are communicating with a national kite association and are working on adding kite activities to Frozen Fire & Lights.
15. Keep checking www.InletNY.com, and send us all comments, suggestions, etc. We will also continue accepting photos, especially pictures with people in them enjoying Inlet! You can send pictures to info@inletny.com. And if you have any interest in blogging about Inlet, we need bloggers!
16. Information Office Window Hours for November will be: Saturday, Sunday & Monday 9:00 a.m.-6:00 p.m., Tuesday 8:00 a.m.-6:00 p.m., Wednesday & Thursday 8:00 a.m.-4:00 p.m., Friday 8:00 a.m.-6:00 p.m. The office will be closed on Thursday, November 22 for Thanksgiving.
17. Margie will continue to fill in on occasional days until she returns to regular hours in January.
18. Like Inlet, NY Information & Events on Facebook and then subscribe to our events to always know what's going on! Inlet is also on Instagram and Twitter!
19. Ongoing events & activities for September: Mondays – Youth Group @ Inlet Community Church
20. Some events between this and the next town board meeting:
 - November 15 – Donation Dinner Benefits Inlet's Tower @ Billy's
 - November 17 – Raquette Lake Scavenger Hunt
 - November 20 – Trivia @ Raquette Lake Tap Room
 - November 23 – Country Christmas Tour @ Indian Lake
 - November 24 – Adirondack Christmas on Main Street Activities including Tree Lighting!
 - November 25 – Paint & Sip @ Raquette Lake Tap Room

- December 4 – Trivia @ Raquette Lake Tap Room
- December 7-9 – Snodeo @ North Street
- December 8 – New York Shootout @ Chip & Cindy Sauer’s Track
- December 9 – Cookie Swap @ Inlet Town Hall

The rest of 2018 Dates for Events in Inlet:

- November 23-25 – Adirondack Christmas on Main Street
- December 8 – New York Shootout @ Chip & Cindy’s Track
- December 9 – Cookie Swap @ Inlet Town Hall
- December 31 – Champagne Bus????

2019 Dates for Events in Inlet:

- January 25-26 – Inlet Barnstormers Poker Run
- February 2 – Inlet Snowshoe Race
- February 23 – Frozen Fire & Lights
- March 9 – “Let’s Get Crooked!” @ Inlet Town Hall
- April 27 – Egg Hunt @ Arrowhead Park
- April 27 – Adult Egg Hunt @ Fern Park
- May 1 – Community Pride Day
- May 5 – Fire & Spice @ Seventh Lake House
- May 5 – Jon’s Party @ Screamen Eagle
- May 17-19 – The “Otter” Paddlesports Event @ Frisky Otter Tours
- May 24-26 – Great Adirondack Garage Sale
- May 27 – Post #1402 Wreath Laying Ceremony @ Legion Square
- May 31-June 1 – Thunder in the ADKS
- June 1 – National Trail Day
- June 8 – Black Fly Challenge @ Arrowhead Park & Indian Lake School
- June 16? – Cousins Pancake Breakfast @ The Ole Barn
- June 29 – Tom O’Carroll @ Arrowhead Lakefront
- July 4 – Ping Pong Ball Drop, Live Music & Fireworks
- July 6 – Annie & the Hedonists @ Arrowhead Lakefront
- July 13 – Live Music @ Arrowhead Lakefront
- July 20 – Dan Duggan & Peggy Lynn @ Arrowhead Lakefront
- July 20-21 – “Arts in the Park” @ Arrowhead Park
- July 26 – “An Evening with the Symphony” @ The Woods Inn & Arrowhead Park
- July 27 – Inlet Classic Car Cruise & Show @ Arrowhead Park
- July 27? – Shakespeare in the Adirondack Park @ Arrowhead Park
- July 27? – Navy Band @ Arrowhead Park
- July 27 – Shrinking Violets @ Arrowhead Lakefront
- July 28? – Army Band @ Arrowhead Park
- August 3 – 6th & 7th Lakes Improvement Association Picnic @ Fern Park & Fireworks over Seventh Lake
- August 3 – Karen Savoca & Pete Heitzman @ Arrowhead Lakefront
- August 4 – Inlet Public Library Ice Cream Social
- August 10 – Dan Berggren & Ed Lowman @ Arrowhead Lakefront
- August 17 – Bill Staines @ Arrowhead Lakefront
- August 18 – Gary Rudd Memorial Golf Tournament @ Inlet Golf Club
- August 24 – Fritz Henry @ Arrowhead Lakefront
- August 31 – The Jam Bones @ Arrowhead Lakefront
- September 6 – Adirondack Canoe Classic passes through
- September 7? – IVES Clam Bake @ IVES Building
- September 21-22 – Inlet Fall Festival @ Fern Park
- October 5 – Adirondack Kids Day @ Arrowhead Park
- October 25 – Halloween Parade & Party @ IVES Building
- November 29-December 1 – Adirondack Christmas on Main Street
- December 7? – New York Shootout
- December 8 – Cookie Swap



Town of Inlet Police Department

R.W. Johnston, Chief of Police



To: Supervisor J. Frey and Town Board members

From: Chief R.W. Johnston

Date: November 2, 2018

Subject: part time hire

Dear Sirs;

I would like to propose that Matthew Terpenning be considered for part time employment with the Town of Inlet Police Department. Terpenning has been a 15 year part time police officer with the Rosendale Police Department (Ulster County) and has recently relocated to the Old Forge area with his family. Terpenning currently works part time for the Town of Webb Police Department and received good reviews from his former department when a background check was conducted for same. Due to several upcoming open shifts and a full time position pending, I would like to research the possibility of making a provisional full time appointment after the first of the year pending the next civil service test. Terpenning is a certified police officers with multiple other trainings that would be beneficial to our agency.

Thank you for your consideration


Chief Ronald W Johnston

Town of Inlet Police Department
160 State Route 28
PO Box 707
Inlet, NY 13367
Dispatch: (315) 357-5091
Administration: (315) 357-6699
Fax: (315) 357-6266

Town Supervisor
John B Frey
315-357-2204
supervisor@inletny.
com

**Town Clerk/ Tax
Collector**
Yvonne Lutz
315-357-5771
clerk@inletny.com



Town of Inlet
PO Box 179, Inlet, New York 13360
315-357-5771 fax 315-357-6264

Town Board
Herbert Schmid
Daniel Levi
Tim Brownsell
John Townsend

Assessor/Codes
Aimee VanWie
357-5726

**Superintendent of
Highways**
Shawn Hansen
315-357-4541

November 6, 2018

Robert Moore and the Webb Town Board,

The Town of Inlet is requesting permission to extend our contract with The Town of Webb's Police Chief Ronald Johnston as our acting Police Chief through the year 2019. The Town of Inlet is required by NY State to maintain a Chief of Police of record.

As both Towns continue to work towards possible consolidation the Town of Inlet Board feels it still does not make sense to fill a full time position for a Police chief.

Chief Johnston remains extremely helpful to our area balancing staffing issues with both Towns by reducing turn over & securing equipment grants that are keeping cost down.

It is the Town of Inlets desire to compensate Chief Johnston accordingly.

John B. Frey
Supervisor Town of Inlet



**Kommunity Youth and Activity Center
PO Box 214 Old Forge, NY 13420**

October 2018

*Dear Supervisor Frey &
Town Councilman,*

*Please accept the KYAC Board
& students sincere thank you for
your \$500. contribution. We
truly appreciate your continued
support.*

*Sincerely,
Beth Pashley
Board of Trustees*