

DRAFT

INLET TOWN BOARD AGENDA

TUESDAY February 11th 2020

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

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

Pledge of Allegiance

Minute's Review – 1/14/2020 meeting

See attached pages 2 - 3

Public Comment – **Townsend request to remove property separation**

Communications -Tower meeting w/ C&S engineers & legal staff 2/12/2020 11am

- Spectrum outage refund available only if you call - customer service line at (855) 707-7328.

CAP-21-High speed internet access issue

Assessor/Codes, Parks/Building/Information

See attached pages 3 – 8

Highway Department –

Transfer/Recycling Winter Hours 8-12 ,1-7 3 days a week - Closed : Tuesday & Wednesday & Friday

Town Clerk Report – Rental & revenue reports

Supervisors Report – Climate Smart Community meeting in Old Forge 5pm 2/12/2020

– Audit of the supervisors books

– Continuing issues with non-factual social media postings

Trails –Trails open where depth of snow allows, ski trails are groomed

– “Black Fly MTB Park” mountain biking in Fern Park and surrounding area moving forward

Public Comment –

Executive Session – **2 - 1 legal update, 1 specific employee issue**

Audit Bills - Highway, General & Sewer

Next Regular Meeting– 3-10-19 - 6:30 Bills & updates, 7:30 Meeting

**Regular Meeting
January 14, 2020
Inlet Town Board**

The Regular Meeting was called to order by Supervisor Frey, at 7:30 p.m. with the Pledge of Allegiance.

Present were: Highway Superintendent Shawn Hansen, Assessor/Codes Aimee VanWie, Peter Funk, Dennis Hudson, Dave Scranton and Ted Christodaro.

Officials present were: Supervisor Frey, Councilman Levi, Councilman Townsend, Councilman Schmid, Councilman Brownsell and Town Clerk Yvonne Lutz.

MINUTES REVIEW – Supervisor Frey asked if there were any additions or corrections to the December regular meeting minutes. No changes requested.

PUBLIC COMMENT –
NONE

COMMUNICATIONS –
There was discussion as to the status of the tower lease and possibility of having the lease with Peter Funk signed by IVES. Height is still the problem. Supervisor Frey is reaching out to Chazen again to get status update and further options.

PARKS DEPARTMENT – Park’s Supervisor, Mitch Lee provides a report each month that is available online and attached to the agenda packet.

ASSESSOR/CODES - Assessor and Codes/Zoning Officer, Aimee VanWie provides a report each month and is available online and attached to the agenda packet

INFORMATION OFFICE – Publicity Director, Adele Burnett provides a detailed monthly report online and is attached to agenda packet. In addition to past events and information about her department, this report will detail upcoming events.

HIGHWAY
Superintendent Hansen reported on the numerous projects that they have been working on, in addition to plowing, sanding, installing a new wing on the plow. He mentioned that he is trying to stretch his sand and limit use because of a shortage in the County due to the Halloween storm.

TRANSFER STATION –
Transfer Station is closed Tuesday, Wednesday and Fridays. The hours seem to be going well so far. Keeping up on the sorting. Should have quotes for a new 30 yard container next month.

TOWN CLERK -
Reported revenues for the month of December.

SUPERVISOR –
AUDIT – Would like bookkeeper to have audit for Supervisor’s books done by February 11 meeting.

SOCIAL MEDIA – Supervisor Frey spoke about the dangers of social media and commenting or “liking” comments that are made if you are a Town employee. He wanted to state for the record that contrary to comments made on social media, he has never lied about anything and has not done anything illegal.

TRAILS – Golf course has not been open to cross country skiing until we have a good base to groom.

OVERSIGHT OF GROOMING/TRAILS – The position of managing the grooming and maintenance of the trails will now be given to Chip Sauer. Shawn will still do paperwork and computer work. Supervisor Frey thanked Shawn for all his hard work and job well done.

FERN PARK and MOUNTAIN BIKING TRAILS – Discussion followed regarding the work that is proposed at Fern Park for the Black Fly MTB Park. Ted Christodaro and Dave Scranton spoke about the new natural surface single track mountain bike trails that would be created with the proposed project. The organization needs Town approval and support because portions of the 4 phases of

the project involves Town land. Discussion regarding the project followed. The Town has proposed \$10,000 in the budget for support this year.

Councilman Brownsell made a **MOTION** to allow for the work to begin on the Town property for the trail development and improvement. Councilman Levi **SECONDED**.

5 AYES 0 NAYS **MOTION CARRIED**

PUBLIC COMMENT – Supervisor Frey wanted to clarify that Susan Lockyer was not offered the Chief position in the Town of Inlet, nor did she interview for the position, contrary to talk that has been overheard. He added that the Town is still interested in consolidation of the police departments. Dave Scranton stated he is against any consolidation. The discussion moved to the issues we have with 911 addresses right now and that they still have not been corrected by 911.

A **MOTION** to pay highway bills as presented was made by Councilman Levi, **SECONDED** by Councilman Townsend

5 AYES 0 NAYS **MOTION CARRIED**

A **MOTION** to pay General/Wastewater bills as presented was made by Councilman Schmid **SECONDED** by Councilman Brownsell.

5 AYES 0 NAYS **MOTION CARRIED**

All business having come before this Board, Councilman Schmid made the **MOTION** to adjourn the meeting at 8:10 pm. Councilman Levi **SECONDED**. Next regular meeting will be held February 11, 2020 at 7:30.

Respectfully submitted,
Yvonne Lutz
Town Clerk

Inlet Parks Department Report For January 2020
Mitch Lee Parks Dept Supervisor

1. Conditions have made grooming at the Golf Course this season so far a no go. We ask that cross country ski enthusiasts please wait till we have 18 inches of snow for grooming and only ski on the groomed surface.
2. Fern Park has seen a great deal of use this season and the Ice rink has seen a huge uptick in usage. New Hockey nets were installed for the after 5PM round robin hockey players.
3. An opening for a Full time Parks Laborer is now available in the Parks Department. Employee applications can be downloaded on line or picked up at eh Inlet Information or Town Clerks Office.

**ASSESSOR/CODES
MONTHLY REPORT
January 2020**

CODE ENFORCEMENT

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

New permit activity is slow but many projects underway are making good progress with the mild weather.

I will be attending The Northern Adirondack Code Enforcement Conference March 1st through March 5th in Lake Placid, this will give me the necessary Code Officer training hours needed for the year.

ASSESSOR

I am continuing work on Assessments for this year. I received preliminary Assessment Ratio from the State we are at 95.26% which will still have us at 100% of value. The State uses numbers from prior years to establish their ratios so the adjustments I made last year may not even be factored in yet. Parcels with lake influence continue to sell above assessed value while off water properties continue to sell closer to assessed values.

Due to these Ratios we are having a County Assessors meeting February 21st.

Respectfully submitted,

Aimee VanWie

**Information Office Report
Submitted by Department Head**

**of the month January 2020
Inlet Tourism Director Adele Burnett**

1. Balance in **Petty Cash** on January 31 was \$29.39.
2. From April 1, 2019 to January 31, 2020 this office processed 682 **snowmobile permits** for the 2019/20 season, including 367 Preseason19, 139 Seasonal, 89 Seasonal19, 20 Seasonal Weekday, 7 Seasonal Weekday19, 55 Weekly & 5 Replacement permits. 57 of the Preseason were paid for in March 2019. Old Forge processed 13,639 including 21 Preseason, 10,261 Preseason19, 1,204 Seasonal, 1,333 Seasonal19, 95 Seasonal Weekday, 36 Seasonal Weekday19, 523 Weekly, 25 Weekly19, 15 Upgrade, 2 Upgrade19 & 124 Replacement. Old Forge Camping Resort processed 6 Seasonal19. Water's Edge processed 8 Seasonal19 & 2 Weekly19. Total processed this year 14,337. Last year's numbers: Inlet 878 (417 Preseason, 356 Seasonal, 21 Weekday, 68 Weekly, 14 Replacement), Old Forge's numbers were not available in last year's January report (new computer installed and lost all their data), but I have no doubt their numbers increased significantly, because on January 9, my office set aside 1,000 seasonal permits and 500 weekly permits to give back to Town of Webb as they were already running low. These were picked up before the end of the month by Alexis who stated she had also placed an order for additional permits. On January 1, the rates increased to the following: Seasonal \$100, Weekly \$55, Seasonal Weekday \$60, Preseason \$80. Permits can be purchased through this office, at the Town of Webb Visitor Center and online at OldForgeNY.com. **I am still hoping Inlet might be able to offer an online shopping cart for snowmobile permits soon.**
3. During January 2020, \$0 was collected from 0 businesses for a **co-op ad** in the CAA's 2020 vacation planner; and was given to the clerk to be deposited into the Publicity account 6410.400.
4. During January 2020, \$0 was collected towards the **summer concert series**; and was given to the clerk to be deposited into the Publicity account 6410.412.
5. Applications for the **2020 "Arts in the Park" and Inlet Fall Festival** were made available on January 1st. An email will be sent letting vendors know this and paper applications (83 of them) will be mailed to those who requested. Applications and information can be found at www.inletartsinthepark.com and www.inletfallfestival.com. During January 2020, \$270 was collected from 2 vendors to reserve 3 spaces at "Arts in the Park," and \$420 was collected from 6 vendors to reserve 7 spaces at Fall Festival. On January 31, there were 26 spaces available for "Arts in the Park" and 30 spaces available for Fall Festival including 9 indoor and 2 food. A total of \$690 was deposited into the Concessions Account 2024.000.
6. **The IABA's next regular meeting will be February 4th** and will be at Daiker's. The March 3rd meeting will be at The Tavern and the April 7th will be at Fourth Lake Wine & Spirits. This group has lots of great ideas and continues to work well together. Notes from IABA meetings can be found at www.GoInletNY.com. **You can also pay your dues online!**
7. **Fern Park Master Plan Committee** will continue to meet each month at 7:00 p.m. in the meeting room of Inlet Town Hall. Their next meeting will be held on Tuesday, February 25th at 7:00 p.m. Anyone interested in the future of Fern Park is welcome to attend. They hope to have a draft document ready soon, which they will share during a public meeting, yet to be scheduled. Notes and updates from this meeting can be found at www.townofinlet.org, click on Projects.
8. **The Inlet Common School Board of Education** will continue to hold regular monthly meetings at the Inlet Common School on the second Wednesday of each month. The TOW UFSD will be holding an informational meeting at the Inlet Common School on February 12 @ 5:30 p.m. to talk about their proposed Capital Project – All are welcome to attend. The Inlet BOE will hold their regular meeting immediately following.
9. There will be a **Climate Smart Communities** meeting in the Old Forge Meeting Room on Wednesday, February 12, starting at 5:00 p.m. All are welcome to attend. This will be the first of

more meetings with Inlet and Webb working together on this initiative. I will not be able to attend this meeting, but I hope to be at the next one.

10. **Frozen Fire & Lights** is looking good. Greg Clark is still collecting money for the fireworks. Kites are getting ready to fly and there will be free hot dogs and hot cider around the bonfire. **Volunteers and fireworks donations are needed!** Full schedule can be found at www.frozenfireandlights.com.
11. **The Shirt Design contest for this year's Community Pride Day** is gathering entries from ninth grade students at the participating schools until February 7th. The top designs will be selected and put online for voting by the public from February 15 – March 15 and the winner will be announced the next day. If anyone wishes to sponsor the event to help pay for the shirts or help provide lunch for the volunteers, forms are available now with a deadline of March 20th to be listed on the shirt. I plan to have the design finalized and shirts ordered by April 1st. Sponsorship forms and information about the event can be found at www.inletny.com/inlet/community-pride-day.
12. Registration for the **25th running of the Black Fly Challenge** opened on December 18. This is the earliest the race has ever opened. The race will be held on Saturday, June 13 and will start a half hour earlier leaving Arrowhead Park at 10:00 a.m. The committee has been meeting regularly and we are looking forward to an awesome event. Information about sponsoring this event can be found at www.blackflychallenge.com.
13. Since the last department head meeting and up until the end of January, Chip Sauer has sent me a couple photos of the **snowmobile trails** and let me know how the plains were once. John Rouse also sent me a couple photos once. I let Chip know that I would rather hear too much from him that not enough. I am hoping I will hear more from him in February.
14. Layla Carswell from Skeeter and Company is going to be helping the Town of Inlet gain a better, more effective, **social media presence**. Layla is the daughter of Michelle Bartlett (Life in the ADK) and she does social media for Life in the ADK, Town of Webb Visitor Center, the CAA and many others. Layla came to the December and the January IABA meetings to talk about what she does, and I am looking forward to working with her.
15. The **CAA's 2020 Vacation Planners are here** and available for anyone to take to their place of business and help distribute.
16. I would like to see **webcams installed at Fern Park**. One that looks at the ice skating rink and another that looks towards the sledding hill and trailhead. I would like to be able to share the webcams on InletSnow.com so people can check them for conditions. Ideally, in view of the rink cam could be an OPEN/CLOSED sign so people would know when it might be closed due to bad ice conditions.
17. I am working with Luke Langworthy on a **sign for the front of the town hall** building that says "Inlet Town Hall" and "Information Office." I am trying to shoot for possibly a spring installation, after approval.
18. I have only heard back from 3 of the 12 **unrepairable benches** so far. Two would like to take their plaques and one is looking into getting a new bench for theirs.
19. In addition to the calendar that hangs outside my office, there is a **google calendar** that shows when the meeting room and the senior room are being used. This makes it easy for those who have access to schedule meetings from anywhere without conflict. There is also a Vacations/Out of the Office calendar where it can be posted when employees will be out of on vacation. All inletny.com emails can access these calendars. If you need the link, let me know.
20. **Information Office Window Hours** for February will be: Saturday-Monday 9:00 a.m.-6:00 p.m., Tuesday-Thursday 8:00 a.m.-6:00 p.m., Friday 8:00 a.m.-8:00 p.m.
21. **Margie** will be working her regular 20 hours/week January-March. She will also be working full days in April during the two weeks I will be on vacation (8-9 & 15-16) and the week while I am at the APA's Local Government Day (29-30).

22. 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!
23. Some **events & meetings** between this and the next town board meeting:
- February 12 – Climate Smart Meeting 5:00 p.m. @ Old Forge Meeting Room
 - February 12 – Town of Webb UFSD Capital Project Informational Meeting 5:30 p.m. @ Inlet Common School
 - February 12 – Inlet School BOE Meeting 6:15 p.m. @ Inlet Common School
 - February 14-23 – Snocade @ Indian Lake
 - February 15-16 – Winter Carnival @ Raquette Lake
 - February 15 – Chili Bowl Luncheon @ View
 - February 17 – Inlet Volunteer Ambulance Meeting 6:30 p.m. @ IVES Building
 - February 18 – FCLPAC Meeting 3:30 p.m. @ Inlet Town Hall
 - February 18 – Inlet Barnstormers Membership Meeting 6:00 p.m. @ Inlet Town Hall
 - February 18 – Frozen Food Meeting 6:00 p.m. @ Screamen Eagle
 - February 20 – Legion Post #1402 Meeting 7:00 p.m. @ Inlet Town Hall
 - February 22 – Vintage Snowmobile Weekend @ Big Moose Lake
 - February 22 – Ice Fishing Derby @ Indian Lake
 - February 25 – Town of Webb UFSD Capital Project Public Hearing 6:00 p.m. @ TOW School
 - February 25 – Fern Park Meeting 7:00 p.m. @ Inlet Town Hall
 - February 26 – Planning Board Meeting 7:00 p.m. @ Inlet Town Hall
 - February 27 – Zoning Board of Appeals Meeting 7:00 p.m. @ Inlet Town Hall
 - February 29 – Frozen Fire & Lights & Kites
 - March 2 – Inlet Volunteer Hose Company Meeting 6:30 p.m. @ IVES Building
 - March 3 – Town of Webb UFSD Capital Project Vote 2:00-8:00 p.m. @ TOW School
 - March 3 – IABA Meeting 6:30 p.m. @ The Tavern
 - March 4 – Inlet Barnstormers BOD Meeting 7:00 p.m. @ Inlet Town Hall
 - March 5 – Dinner Benefits Eagle Bay Fire Hall @ Billy's Restaurant
 - March 6-7 – Snofest @ Old Forge
 - March 7 – Adult & Child Fishing Derby @ Long Lake
 - March 10 – Department Head Meeting 10:00 a.m. @ Inlet Town Hall

Dates for 2020:

- February 29 – Frozen Fire & Lights @ Fern Park & Arrowhead Park
- March 14 – “Let's Get Crooked!” @ Inlet Town Hall
- April 25 – Egg Hunt @ Arrowhead Park
- April 25 – Adult Egg Hunt @ Fern Park
- May 3 – Fire & Spice @ Seventh Lake House
- May 3 – Customer Appreciation Party @ Screamen Eagle
- May 6 – Community Pride Day
- May 15-16 – The “Otter” Paddlesports Event @ Frisky Otter Tours
- May 22-23 – Great Adirondack Garage Sale
- May 25 – Post #1402 Wreath Laying Ceremony @ Legion Square
- May 25 – Hamilton County Memorial Day Parade @ Inlet
- June 13 – Black Fly Challenge @ Arrowhead Park & Indian Lake School
- June 21? – Cousins Pancake Breakfast @ The Ole Barn
- July 4 – Ping Pong Ball Drop, Live Music & Fireworks
- July 11 – Dan Duggan & Peggy Lynn @ Arrowhead Lakefront
- July 18 – Karen Savoca & Pete Heitzman @ Arrowhead Lakefront

- July 18-19 – “Arts in the Park” @ Arrowhead Park
- July 25 – Inlet Classic Car Cruise & Show @ Arrowhead Park
- July 25? – Shakespeare in the Adirondack Park @ Arrowhead Park
- July 25 – Annie & the Hedonists @ Arrowhead Lakefront
- July 31 – “An Evening with the Symphony” @ The Woods Inn & Arrowhead Park
- August 1 – 6th & 7th Lakes Improvement Association Picnic @ Fern Park & Fireworks over Seventh Lake
- August 1 – Shrinking Violets @ Arrowhead Lakefront
- August 2 – Inlet Public Library Ice Cream Social
- August 2? – Army Band @ Arrowhead Park
- August 8 – Bill Staines @ Arrowhead Lakefront
- August 15 – Dan Berggren @ Arrowhead Lakefront
- August 16? – Gary Rudd Memorial Golf Tournament @ Inlet Golf Club
- August 22 – Fritz Henry @ Arrowhead Lakefront
- August 29 – Jim & Bonnie Tracy @ Arrowhead Lakefront
- September 5 – The Jam Bones @ Arrowhead Lakefront
- September 11 – Adirondack Canoe Classic passes through Inlet
- September 19-20 – Inlet Fall Festival @ Fern Park
- October 3 – Adirondack Kids Day @ Arrowhead Park
- October 3 – IVES Clam Bake @ IVES Building
- October 30 – Halloween Parade & Party @ IVES Building
- November 27-29 – Adirondack Christmas on Main Street
- December 1? – Holiday Open House
- December 12 – New York Shootout
- December 13 – Cookie Swap @ Inlet Town Hall
- December 31 – Champagne Bus