

DRAFT

INLET TOWN BOARD AGENDA

TUESDAY May 12th 2020

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

Pledge of Allegiance

Minute's Review – 3/127/2020 special zoom meeting, April meeting - canceled

See attached page 2

Public Hearing - Remains open from 3/10/20 -Townsend request to remove separation & join parcels

Public Comment – Regional reopening issues & all things Covid-19 related

-I.A.B.A. concerns (Inlet Area Business Association)

See attached page 7

-County requirements - all businesses must submit a plan to county health

-Town level decisions – Towns must follow guidance on parks/bathrooms/beaches

Communications -Tower meeting on 4/11/2020 w/ C&S engineers & Herkimer/Hamilton county radio

CAP-21- Internet - last mile issues

Assessor/Codes, Parks/Building/Information

See attached pages 3 – 7

Highway Department – Working 410's with proper separation

Transfer/Recycling Covid-19 Hours 8-12 ,1-7 - Closed : Tuesday & Wednesday & Friday ?

Town Clerk Report – Rental & revenue reports – plan for alternate use Cottages & Beach

Supervisors Report – Report on the climate Smart Community meeting at the Inlet school

– Eagle Cliff land Gift from Frey's & Demmings

See attached page 8

Trails – Please use social distancing guidelines when using all trails in our area

Public Comment –

Executive Session – none

Audit Bills - Highway, General & Sewer

Next Regular Meeting– 6-9-19 - 6:30 Bills & updates, 7:30 Meeting

**Emergency Meeting – Communication Tower
VIA ZOOM
March 27, 2020 6:30 PM
Inlet Town Board**

The Zoom Meeting (due to COVID-19) was called to order by Supervisor Frey, at 6:30 p.m.

Present were: Dennis Hudson

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

After discussion regarding the recommendations from Attorney Schnaachner regarding the communications tower and proceeding with the APA permit application and project with C&S. Supervisor Frey made a **MOTION** to proceed based on the recommendations/comments from Attorney Schnaachner. Councilman Schmid **SECONDED** the motion.

5 AYES 0 NAYS MOTION CARRIED

Clerk called a roll call:

- Councilman Brownsell AYE
- Councilman Levi AYE
- Councilman Schmid AYE
- Councilman Townsend AYE
- Supervisor Frey AYE

There was discussion regarding who would be the project managers and that C&S will be considered the Clerk of the Works . Project Managers will be Matt Miller and Dennis Hudson for Technical and John Frey for Financial. Councilman Townsend made a **MOTION** that they would be named project managers, and Councilman Levi **SECONDED**

5 AYES 0 NAYS MOTION CARRIED

Supervisor Frey mentioned that Highway would be going back to the 4, 10 hour days. At this time they are staggering employees to help with social distancing. He added that at this time the Town Hall will still be closed until the end of April or further notice.

Councilman Townsend made a **MOTION** to adjourn the special meeting at 6:56 pm. Councilman Schmid **SECONDED**.

At this time, the April Regular meeting will either be canceled or held via ZOOM.

Respectfully submitted,
Yvonne Lutz
Town Clerk

**ASSESSOR/CODES
MONTHLY REPORT
April 2020**

CODE ENFORCEMENT

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

I have been issuing some permits the last couple of weeks most contractors are anxious to start projects back up. The local contractors have been very good about following the one man one job site rule, I have been randomly checking jobs in progress and found no one in violation.

ASSESSOR

I picked up the Tentative Assessment Roll April 30th, I have a copy and Bonnie has a copy but I have been telling everyone to use the online copy to compare values. I have checked with our BAR members and Grievance Day is scheduled for May 26th 2-4 and 6-8 as is the normal date and times for our Town and the State. I have requested that people wanting to attend make appointments so we are aware of the number planning to attend for social distancing, they will also be reminded they need to wear masks. I do not expect many I have had very few calls about the changes I have made.

Respectfully submitted,

Aimee VanWie

Inlet Parks Department Report For April 2020

Mitch Lee, Parks Dept. Supervisor

1. Interviews for the Open Parks Position will be on May 13th from 9AM to Noon. We anticipate putting staff back to full time on May 18th.
2. Arrowhead Park is Raked and clean and we are working on the water system. We will be sending Tests to Ballston Spa on May 19th. along with beach water samples for NYS. We will send all other water tests to Verona on the same day.
3. Starting on May 18th we will be painting the cottages shingle portion.
4. We purchased a Tandem load of Top soil from Willie Vans Trucking for seeding out the spot portions in both parks where needed.
5. We will open Rest Rooms and Place out Trash Containers and Benches when this area has Met Phase 4 expectations for opening due to Covid 19.
6. I am still waiting on masks and some cleaning supplies that I put in an order for in March.

**Information Office Report
Submitted by Department Head**

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

1. **Thank you** to all the essential workers who continue to provide the necessary services for our Inlet people – those working in the grocery store, hardware store, gas station and post office, those still offering takeout meals and delivering some, the town employees keeping things running and safe and clean, the people delivering fuel, making sure we have electricity and responding to emergency maintenance to our homes, to all the delivery men and women making sure the stores are stocked and our packages are delivered, to the volunteer fire and ambulance personnel who are ready to help when needed, and to the Town of Webb school teachers and staff making sure the children stay connected, continue to learn and are fed if needed. I also want to thank all who have been staying home, washing your hands, and practicing safe social distancing.
2. I have been keeping **Inlet's Update Page** www.inletny.com/inlet/inlets-covid-19-updates updated daily. On this page you will find Inlet area businesses that are open during this time, including restaurants open for take-out and who is offering online ordering. You will also find a link to contact information for town departments, information about the services still being provided, and some other helpful links.
3. Balance in **Petty Cash** on April 30 was \$29.39.
4. From April 1, 2020 to April 30, 2020 this office processed 0 **snowmobile permits** for the 2020/21 season. The Information Office will continue to sell 2020/21 Snowmobile Permits for the preseason rate of \$80 each until November 15, 2020. Permits can also be purchased at the Town of Webb Visitor Center and online at OldForgeNY.com. Stickers will be printed sometime in September and will be then be mailed to anyone who has purchased one prior to printing. **I**

am still hoping Inlet might be able to offer an online shopping cart for snowmobile permits.

5. During April 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.
6. During April 2020, \$0 was collected towards the **summer concert series**; and was given to the clerk to be deposited into the Publicity account 6410.412.
7. Applications for the **2020 "Arts in the Park" and Inlet Fall Festival** were made available on January 1st. Applications and information can be found at www.inletartsinthepark.com and www.inletfallfestival.com. At this time, both of these events are still on the calendar, but we are watching and listening every day and will make any necessary changes to make sure everyone stays safe and healthy. During April 2020, \$0 was collected from 0 vendors to reserve 0 spaces at "Arts in the Park," and \$0 was collected from 0 vendors to reserve 0 spaces at Fall Festival. On April 30, there were 21 spaces available for "Arts in the Park" and 28 spaces available for Fall Festival including 8 indoor and 2 food. A total of \$0 was deposited into the Concessions Account 2024.000.
8. **The IABA's next regular meeting will be May 5th** and will be a Zoom meeting. The May Spring Social at Duffy's @ The Glenmore has been canceled, with hopes to be able to do something at Duffy's on a later date. This group has lots of great ideas and continues to work well together. They have been getting together in small groups according to their type of business, in preparation of re-opening - working together to all have similar policies and procedures in place for the "new normal." Notes from IABA meetings can be found at www.GoInletNY.com.
9. The **Climate Smart Communities Task Force** has been meeting and are making some progress. There are projects, like a community garden, that the committee have started working, and might even see something growing soon.
10. **Community Pride Day** will take place in Inlet & Old Forge on May 6th. Updates will be posted on Facebook and at www.inletny.com/inlet/community-pride-day and a full report will be available upon request.
11. The **Adirondack Sports Summer Expo** in Saratoga Springs was rescheduled for May 23-24. The expo is still holding our booth and fee, and we are waiting for final word on this.
12. The **25th running of the Black Fly Challenge** was rescheduled for Saturday, June 12, 2021. The race committee is working on a BFC 24.5, which will be a non-supported, virtual race event that will run for two weeks starting July 4. The racers will register to ride the course from Arrowhead Park to Indian Lake School through the Moose River Plains on their own (encouraging them to ride in small groups). At the end of the two weeks, everyone who has registered will receive a t-shirt and some swag. www.blackflychallenge.com.
13. I am still working with Luke on the **sign for the front of the town hall** building that says, "Inlet Town Hall" and "Information Office."
14. The **phones** at town hall are working. Having these phones and especially the 3CX app has been very helpful while working from home - which I have been doing a lot of. I understand that webcams are being looked into, and some of the other projects that had been started before Reverus have also started to be looked into. This is great! I do have to say though, how unfortunate it was that the Town did not consult with the employees who work in the building, who are physically there every day, before contracting with someone and without first making sure the person they were contracting with was aware of what was currently in place in the building, how it operated and making sure they were going to be able to continue its operations. And even more unfortunate that it took eight months of neglect of the system to realize this, allowing the system to crash during a time when it was most important to have communication with the town available.
15. **Information Office Window Hours** for May will be: By Appointment Only, until further notice.

16. **Margie** will come back to work her regular 20-hr week starting June 28, and she will be available if needed to fill in any hours prior to that once the building is open again.
17. 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!
18. Some **events & meetings** between this and the next town board meeting:
 - May 15-17 – The “Otter” Paddlesports Event @ Frisky Otter (canceled)
 - May 15-17 – Paddlefest (canceled)
 - May 22-24 – Great Adirondack Garage Sale (postponed)
 - May 25 – Post #1402 Wreath Laying Ceremony @ Legion Square
 - May 25 – Hamilton County Memorial Day Parade (canceled)
 - June 6 – DEC Grant Awards Ceremony @ Tupper Lake Library (waiting to confirm this)

Dates for 2020: (all dates are being monitored and will only take place if circumstances allow.)

- 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 2 – Fire & Spice @ Seventh Lake House
- May 3 – Customer Appreciation “Jon’s” Party @ Screamen Eagle
- May 6 – Community Pride Day
- May 15-16 – The “Otter” Paddlesports Event @ Frisky Otter Tours
- May 22-24 – 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

Hello Town Clerk,

My name is Karl Marsh and I'm the representative for the Inlet-Old Forge Area Restaurant group. We are a group of restaurants working together to plan for the NY Resume (phased approach to reopening). We have the following questions we would like to see the Inlet Town Board address at its upcoming Town Meeting (if it is open to the public via Zoom or WebEx, I'd like to attend, and request you reply to this email with the details for joining).

- 1) When is the town going to put the benches out?
- 2) When is the town going to open the public restrooms in Arrowhead Park?
- 3) When will the town put the picnic tables out?
- 4) Would the town consider approaching Dunay's and putting picnic tables on that piece of property, spacing them 6 feet apart, so that Inlet guest have someplace to go after they pick up their food to go?
- 5) Can the town apply 6 foot markers on sidewalks?
- 6) Has the town purchased a fogger (or anything) to disinfect the parks, picnic tables, and benches?
- 7) Are the garbage cans scheduled to go out on their usual date?
- 8) Is there a common message or poster or information that each business will be handing out in conjunction with the town?
- 9) Is the town able to supply the businesses with hand sanitizer and or masks? Are there grants or any funds that could be applicable to obtaining these items?

Thank-you in advance for addressing these questions. I look forward to hearing the answers and providing them to the rest of the group.

Karl Marsh
Partner, JKMarsh Enterprises and The Caboose
585.739.2645

Proposal for Donating land to the Town of Inlet for the construction of a handicapped trail from Evans Drive to Eagle Cliff

The parties of the first part convey by this instrument the above described premises, also referred to as Eagle Cliff (Schedule A), to John A. Deming, his heirs, successors, assigns and in trust under the following express terms, conditions and covenants.

1) An agreed upon portion of the herein described property k/a 'Lot 10' will be transferred to the Town of Inlet for the purpose of constructing the aforementioned handicap hiking trail to Eagle Cliff. The portion to be transferred is to be determined by John A. Deming and the Town of Inlet. All transfers, easements, etc. will be completed once the Town of Inlet has secured the necessary funding to cover all costs related to this trail project.

2) John A. Deming and the Town of Inlet will work jointly to address and complete any local and/or Adirondack Park Agency permit(s) required in order to create the handicap hiking trail and the following:

a) A handicap parking area at the trail head - location to be off the Evans Drive cul-de-sac.

b) A deeded driveway easement across 'Lot 9**', currently owned by John A. Deming and if needed, the portion of 'Lot 10' John A. Deming is retaining. The driveway location will be determined between John A. Deming and the Town of Inlet. John A. Deming and any future owner of 'Lot 9**' will have deeded use of the driveway easement created by the Town of Inlet. They will also have the right to branch off said driveway easement with their own drive in order to further access 'Lot 9**' and 'Lot 10'.

John A. Deming, in conjunction with the Town of Inlet, will proceed in the following manner: The construction of the handicap trail and parking area must be completed by the Town of Inlet within seven (7) years from the date this deed is recorded with the Hamilton County Clerk's Office.

In the event John A. Deming and the Town of Inlet fail to meet the seven (7) year deadline, the above demised premises shall be wholly retained by John A. Deming, his heirs, successors and assigns as well as all improvements located on the described property and/or 'Lot 9**', that were created or installed by the Town of Inlet. The seven (7) year deadline may be extended if new terms are agreed upon between John A. Deming, his heirs, successors and assigns and the Town of Inlet.

**For Lot 9 deed description, refer to Book 224, Page 171; Recorded with the Hamilton County Clerk's Office on June 29, 2001. Tax Map #59.007-3-18.
