

DRAFT

INLET TOWN BOARD AGENDA

Limited seating open to the public and on the internet via Zoom

Join: <https://us02web.zoom.us/j/89833311995?pwd=czQwamg3Q2JQWHIGZINKVXRaMkxjZz09>

TUESDAY November 10th 2020

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

Pledge of Allegiance

Minute's Review – 10/13/2020 Town Board meeting minutes

See attached pages 2 - 4

Public Comment – Regional covid-19 staying open issues

Communications -Tower Location Update

CAP-21 - Covid 19 relief fund update

Police – Surplus Patrol Car

Assessor/Codes, Parks/Building/Information

See attached pages 5 – 7

Highway Department – Fall work schedule, Building update

Transfer/Recycling - Winter Hours – Saturday, Sunday, Monday, Thursday 8-11:45 ,1-6:45 closed Tuesday Wednesday& Friday

Town Clerk Report – Christmas Decorations

– Rental & revenue reports

Supervisors Report - 2021 Budget Town & County Budget update

-Deed still not filed w/County re: Corrisanti / Gilbert Rd swap

-Deed needs to be finalized & filed w/County re: Townsend land swap

Trails – Snowmobile Fencing & trail prep

Public Comment –

Executive Session – none

Audit Bills - Highway, General & Sewer

Next Regular Meeting– 12-8-20 – 7:15 Bills & updates, 7:30 Meeting

Regular Meeting HELD VIA ZOOM and LIMITED IN PERSON ATTENDANCE October 13, 2020

7:30 pm

Inlet Town Board

The Regular Meeting was called to order by Supervisor Frey, at 8:10 p.m. with the Pledge of Allegiance. Meeting was started late due to running late on budget workshop and permission of attendees.

Present were: Highway Superintendent Shawn Hansen, and Peggy Brownell, Via Zoom, Don Townsend via Zoom, Becky Townsend.

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 September Meeting minutes. None were noted.

PUBLIC HEARING

Supervisor Frey stated that the Public Hearing for the Townsend family land swap with the Town has been open since March, 2020. There has been no objections or request to change or review anything further, therefore, the permissive referendum has been met and we can move forward with the proposed swap. Councilman Schmid made a **MOTION** to close the public hearing and move forward with the proposed swap, per the map and deed description offered by Surveyor, John Deming. Councilman Levi **SECONDED**.

Town clerk called for a roll call vote: Councilman Schmid AYE Councilman Levi AYE Councilman Brownsell AYE Supervisor Frey AYE Councilman Townsend Abstained

Polled vote: 4 AYES 0 NAYS 1 ABSTAINED

MOTION CARRIED

PUBLIC COMMENT –

TOWNSEND TRAIL - Peggy Brownell asked where we are with the Townsend Trail grant. We have submitted everything and still waiting on a response.

TRANSFER STATION – Peggy mentioned that the transfer station was doing an excellent job. Was a little concerned that they did not check who she was when she recently had to bring items to the transfer station. She was reassured that the staff does an excellent job in regulating who brings their garbage to the facility. Wanted to know why a boat that said Kenmore would be at the Inlet facility and Superintendent Hansen stated that we receive revenue for scrap metal, therefore, we would not turn away a revenue source.

COMMUNICATIONS –

ZBA met and the Verizon tower behind the church is moving forward with a permit. T-Mobile and AT&T received everything to also move forward and present to Zoning and APA. Discussion regarding the fact that both towers would be the same height and that is more noticeable than if they were two different heights followed. Supervisor Frey wanted to stress again that all monies raised for the towers are still held by CAP21 and no money has been spent yet from raised funds. Anything spent has been Town of Inlet money that was budgeted. The sites being reviewed are still Corasant's property and Funk hill. Mr. Corasanti has not held anything up, he is agreeable to everything to date.

CAP 21 – There are now two relief funds with CAP21 for COVID. A business fund has been established again.

POLICE –

RETIREMENT PROGRAM – Councilman Schmid made a **MOTION** to adopt the Chapter 674 Plan for police retirement for members eligible and wishing to benefit from the program, at the quoted cost of \$9749 and estimated annual cost of \$381.00. Councilman Levi **SECONDED**.

5 AYES 0 NAYS MOTION CARRIED

WAIVERS - Supervisor Frey also explained that we are waiting on waivers for Matt Terpening and Chris Shean to work full time as Town of Inlet Patrolmen. We were unsuccessful in obtaining a waiver on Susan Lockyer.

PATROL VEHICLE – Councilman Brownsell made a **MOTION** to surplus the old patrol vehicle, Councilman Levi **SECONDED**.

5 AYES 0 NAYS MOTION CARRIED

REPORT FROM CHIEF – New snow tires on patrol vehicles, new weapons certified, ammunition is on

backorder, however, Webb has supplied Town of Inlet with some. Got a great deal on UTV trailer.

PARKS DEPARTMENT – Park’s Supervisor, Mitch Lee provided a monthly report attached to the agenda.

ASSESSOR/CODES - Assessor and Codes/Zoning Officer, Aimee VanWie provides a report each month and is available online and attached to the agenda packet. Aimee needs a new computer. She is having issues and Barry from Real Property thought he had fixed it; however, it was not. Need to order a new one.

INFORMATION OFFICE – Publicity/Tourism 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’s report provided is as follows:

Hauled garbage and recyclables

Dug well for our new building. Huge thank you to Tim Brownsell for digging the hole with his excavator.

We have the water and power lines ran to the new building. Pump has been installed. Thank you JT for assisting us with all these aspects of the operation.

Got a perk test done for septic for new building. Have the plans in hand.

Ran more wiring for lights.

Found out that the wrong garage door openers were installed.

Still been short handed with guys out on vacations.

Phone service to new building was ran by us and hooked up by frontier.

Almost have the office completed

Coming Up

Haul garbage and recyclables

Start hanging plow frames and getting plow

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equipment ready for winter

Install septic system for new building

Blow leaves off of trails and roads where possible. Service equipment for winter

Keep picking away at getting our new building

completed.

Spread gravel on Uncas Rd hopefully.

I’d like to surplus the old green Ford pick-up truck

and our 13 foot Viking wing. Police would like to surplus their old police car. Would like to list them all on Auctions International ASAP

TRANSFER STATION –

Superintendent Hansen offered the following monthly report:

Open 7 days a week from 8AM-11:45 gates close for lunch then 1-6:45 gates close

November 1 we go on our winter schedule. Open 4 days a week and closed on Tuesday, Wednesday, and Friday. Hours open will stay the same.

The Transfer station will be closed on Thanksgiving day.

We sent out a tractor trailer load of bailed cardboard last week.

Been a busy summer. Staff has done a great job.

TOWN CLERK -

Reported revenues for the month of September. Had some inquiries about selling EZ Passes because some townships do this. Town Clerk will inquire into selling them.

Corasanti Land Swap correction – Supervisor Frey read Resolution #20.47 regarding the land swap corrections for Corasanti land and the Town. Councilman Brownsell made a MOTION that we start a PERMISSIVE REFERENDUM regarding the land swap and Councilman Levi SECONDED the motion.

5 AYES 0 NAYS

Map and further information available at Town Clerk office

SUPERVISOR –

BUDGET HEARING – Budget hearing will be Tuesday, November 3rd at 7:00 pm.

PUBLIC COMMENT –

Discussion regarding the car show being the same weekend as the symphony and the parking problems involved that weekend and all summer followed.

A **MOTION** to pay highway bills was made by Councilman Levi, **SECONDED** by Councilman Schmid 5 AYES 0 NAYS **MOTION CARRIED**

A **MOTION** to pay General/Wastewater bill was made by Councilman Townsend **SECONDED** by Councilman Brownsell.

5 AYES 0 NAYS **MOTION CARRIED**

All business having come before this Board, Councilman Levi made the **MOTION** to adjourn the meeting at 9:20 pm. Councilman Schmid **SECONDED**. Next regular meeting will be held November 10, 2020 at 7:30.

Respectfully submitted, Yvonne Lutz, Town Clerk

ASSESSOR/CODES MONTHLY REPORT October 2020

CODE ENFORCEMENT

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

This month had a few large projects started, a new boathouse on Seventh Lake, a new Boat storage barn at the Inlet Marina, foundation permit for the O plex at Rocky Point, along with a few smaller projects.

ASSESSOR

I completed one Zoom seminar towards my continuing education credits and have scheduled a second course for December 4th that will complete the hours needed for this year.

Respectfully submitted,

Aimee VanWie

INLET PARKS DEPT. REPORT FOR OCTOBER 2020 **MITCH LEE PARKS DEPT. SUPERVISOR.**

1. Arrowhead Cottages 1,2 & 3 were drained and put away for winter.
2. Arrowhead Rest Rooms were drained and put away for winter.
3. All benches and picnic tables & trash receptacles were put away for winter with any in need of repair placed under the Library for restoration.
4. The Trails in Fern Park saw a large amount of hours spent brushing and cleaning culverts and ditches. Some leaf blowing was done as well.
5. Preparations and winterization of all equipment was done.
6. New Blower –air flow fans were installed by Parks Staff in the two grooming snowmobiles..
7. On Nov 1st Patrick Was relocated to his winter position with Snowmobile trail grooming and will return to regular Parks Duties in April.
8. Preparations for winter decoration on the Town Hall Campus and throughout the Downtown are already in the works with a Donation of this year's Christmas Tree coming from the Eight Acre Woods.

Information Office Report
Submitted by Department Head
Burnett

of the month October 2020
Inlet Tourism Director Adele

1. Balance in **Petty Cash** on October 31 was \$21.44.
2. From April 1, 2020 to October 31, 2020 this office processed 118 **snowmobile permits** for the 2020/21 season, which includes 3 Weekday permits. The Old Forge office has sold 4,562 Preseason, 20 Weekday and 1 Replacement. Last year, Inlet had processed 204 and I did not record how many Old Forge had done. The Information Office will continue to sell 2020/21 Snowmobile Permits for the preseason rate of \$80 each until November 15, 2020, and then will increase to \$100. Weekday only permits are and will continue to be available for \$60. Permits can also be purchased at the Town of Webb Visitor Center and online at OldForgeNY.com. Weekly permits will go on sale after the trails open and can only be purchased in person. **I am still hoping Inlet might be able to offer an online shopping cart for the seasonal snowmobile permits.**
3. During October 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 October 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. During July & September 2020, \$960 was collected from 10 vendors to reserve 12 spaces in **2021's "Arts in the Park"** and \$1,595 was collected from 26 vendors to reserve 29 spaces in **2021's Fall Festival**. 27 spaces for 26 "Arts in the Park" vendors and 8 spaces for 7 vendors for Fall Festival were rolled over to 2021. This leaves 25 open spaces for "Arts in the Park" and 31 open spaces (including 10 indoors and 2 food) for Fall Festival, which could equal an additional \$4,355 for 2021.
6. Still working on details for **Adirondack Christmas on Main Street**. The main purpose of this event is to encourage shopping in Inlet, and there are still several activities that can take place responsibly. www.InletChristmasonMainStreet.com
7. The organizers of **New York Shootout** have made the decision, in order to conform to COVID-19 regulations, the event will take place sometime in December at an undisclosed location. All 4 manufacturers are on board. Results will still be posted by Snow Goer Magazine and will be shared with photos on www.NewYorkShootout.com.
8. The deadline for the **2021 New York State Decentralization (DEC) Grant** has been moved from October to January. This is the grant administered through the Adirondack Center for the Arts in Blue Mountain Lake and helps us with our Summer Concert Series. At this time, the applications are not yet available, but Fred Balzac will notify me when they are so I can apply.
9. I have been meeting with ROOST and some of the Hamilton County towns to talk about what **winter might look like** and hoping the businesses will be giving out a similar message to visitors. I will also be meeting with a group of restaurants in the Inlet area soon to do the same. This group is led by Mark Mayer and Britta Hennessy, carried over from the COVID-19 Hospitality Task Force that started meeting this spring.
10. The **IABA** continues to meet on the first Tuesday of each month. They will have a location to meet socially distanced in person as well as the option to Zoom in for each meeting. Notes and emails shared from IABA can be found at www.GoInletNY.com. They are now accepting dues for 2021.
11. I will continue to keep **Inlet's Update Page** www.inletny.com/inlet/inlets-covid-19-updates updated with information about who's open.
12. The **Climate Smart Communities Task Force** has resumed meeting. They have a Facebook page and are on Instagram – Follow them! Anyone interested in joining their meetings, please let me know.

13. The **Fern Park Master Plan Committee** will be meeting regularly on the fourth Tuesday of each month. This group will meet in person at the Inlet Town Hall and also have the option to Zoom. They are hoping to have a document ready to present to the Town Board and public by May.
14. Conversations about **installing webcams** at Fern Park, Arrowhead Park and in front of Inlet Town Hall began in July of 2019. I understand two webcams have been installed at Fern Park, but at the time of this report are not live/accessible yet.
15. **Information Office Window Hours** for November will be: Daily 9:00 a.m. – 6:00 p.m., closing at 4:00 on Wednesdays & Thursdays. We will continue to try and not have more than one person in the office for extended amounts of time.
16. **Margie** will continue to fill in when needed.
17. I have 157 unused **vacation hours** that I am hoping to use up in November and December. Justin and Julia (West Virginia) are due to have their baby the end of November and Alicia and Kevin (Montana) have a due date of December 9. Tentative dates include Nov. 13-14, 17, 20-21, 24, Dec. 4-5, 8 (80 hours) and then out starting Sunday, Dec. 13 and back in on Wednesday, Dec. 30 (72 hours.) Margie would be needed to cover the office on four of these days: Dec. 16, 17, 23 & 24. This would still leave me with 5 unused hours.
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. Some **events & meetings** between this and the next town board meeting:
 - November 11 – Inlet Barnstormers Board Meeting @ Inlet Town Hall
 - November 15 – Last day for Preseason Snowmobile Trail Permits
 - November 18 – Inlet Common School BOE Meeting @ Inlet Town Hall
 - November 18 – Inlet Planning Board Meeting @ Inlet Town Hall
 - November 19 – Inlet ZBA Meeting @ Inlet Town Hall
 - November 19 – American Legion Meeting @ Inlet Town Hall
 - November 24 – Fern Park Meeting @ Inlet Town Hall
 - November 27-29 – Adirondack Christmas on Main Street
 - November 28 – Inlet's Tree Lighting
 - December 1 – Holiday Open House @ Inlet?
 - December 1 – IABA Meeting
 - December 7 – Webb/Inlet Snowmobile Trails Open

Dates for the rest of 2020 and into 2021: (all dates are being monitored and will only take place if circumstances allow.)

- November 27-29 – Adirondack Christmas on Main Street
- December 1 – Holiday Open House
- December 12 – New York Shootout @ undisclosed location
- December 13 – Cookie Swap @ Inlet Town Hall
- December 31 – Champagne Bus
- February 27 – Frozen Fire & Lights
- March 13 – “Let's Get Crooked!” @ Inlet Town Hall
- May 5 – Community Pride Day
- May 31 – Post #1402 Wreath Laying Ceremony @ Legion Square
- May 31 – Hamilton County Memorial Day Parade @ Inlet
- June 12 – Black Fly Challenge @ Arrowhead Park
- July 3 – Tom O'Carroll @ Arrowhead Lakefront
- July 4 – Jamie Notarthomas & Fireworks @ Arrowhead Lakefront

- July 10 – Karen Savoca & Pete Heitzman @ Arrowhead Lakefront
- July 17 & 18 – “Arts in the Park” @ Arrowhead Park
- July 17 – Dan Duggan & Peggy Lynn @ Arrowhead Lakefront
- July 24 – Annie & the Hedonists @ Arrowhead Lakefront
- July 30 – “An Evening with the Symphony” @ Arrowhead Park
- July 31 – Inlet Classic Car Cruise & Show @ Arrowhead Park
- July 31 – Live Music @ Arrowhead Lakefront
- August 1 – Ice Cream Social @ Inlet Public Library
- August 6 – Aloha Friday @ Inlet
- August 7 – 6th & 7th Lakes Improvement Association Picnic @ Fern Park & Fireworks over Seventh Lake
- August 7 – Bill Staines @ Arrowhead Lakefront
- August 14 – Town of Webb All Class Reunion @ The Ole Barn
- August 14 – Dan Berggren @ Arrowhead Lakefront
- August 21 – Fritz Henry @ Arrowhead Lakefront
- August 28 – Gwen & Jim Tracy @ Arrowhead Lakefront
- September 4 – The Jam Bones @ Arrowhead Lakefront
- September 18 & 19 – Inlet Fall Festival @ Fern Park
- October 2 – Adirondack Kids Day @ Arrowhead Park
- October 2? – IVES BBQ & Clambake
- October 29 – Halloween Parade & Party @ IVES Building