

DRAFT

INLET TOWN BOARD AGENDA

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

Join: <https://us02web.zoom.us/j/85716372645?pwd=dIBCTHNQenMrRkNWRUNJL3pHNnV5UT09>

Tuesday January 5th 2021

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

Pledge of Allegiance

Minute's Review – 12/8/2020 Town Board meeting minutes

See attached pages 2 - 4

Public Comment – Regional covid-19 staying open issues – Testing & Vaccination schedule

Organizational Items –

Communications – Tarpon Tower Location Update

CAP-21 - Covid 19 relief fund update

Police – Staffing Concerns – waiver for retired patrol

Assessor/Codes, Parks/Building/Information

See attached pages 5 – 8

Highway Department – Building update – heating system connection price quotes

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

Town Clerk Report – Rental & revenue reports

Supervisors Report – Sewer line claim

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

Trails – Snowmobile & X-County Ski report

Public Comment –

Executive Session – none

Audit Bills - Highway, General & Sewer

Next Regular Meeting– 2-9-2021 – 7:15 Bills & updates, 7:30 Meeting

Hamilton County Health Dept. Vaccination & Testing schedule

Thursday: 1/7/21: COVID Vaccination POD for 1a and 1b at Lake Pleasant Fire Department 1:00 – 5:00 pm

1a and 1b: essential workers, fire, law enforcement, education, food/agriculture

<https://apps.health.ny.gov/doh2/applinks/cdmspr/2/counties?DateID=2969>

Friday: 1/8/21: COVID Vaccination POD for **1a and 1b** at Raquette Lake School 1:00 – 5:00 pm

<https://apps.health.ny.gov/doh2/applinks/cdmspr/2/counties?DateID=2971>

Saturday: 1/9/21: COVID Vaccination POD for **1a and 1b** at Indian Lake Central School 9:00 am – 1:00 pm

<https://apps.health.ny.gov/doh2/applinks/cdmspr/2/counties?DateID=2972>

Future: Additional PODs will be set up for the next several weeks.

1c: Adults with high risk medical conditions and those over the age of 65

2: Remainder of Phase 1 populations

3: General Population

**Regular Meeting HELD VIA ZOOM and LIMITED IN PERSON ATTENDANCE December 8, 2020 7:30 pm
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 via Zoom, Snowmobile/Trails Supervisor, Chip Sauer, Codes/Assessor Aimee VanWie via Zoom.

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 November Meeting minutes. Hearing none.

PUBLIC COMMENT – None

COMMUNICATIONS – Supervisor gave a quick update on the communication tower. Still working with APA, cell phone companies and engineers to get things moving forward. We have missed this year’s building season, however, would be great to “hit the ground running” in the Spring. Denny and Matt have said that towers need to be at different elevations so that they do not “step” on each other. There are still discussions on where the towers should be. Discussion followed regarding the different locations and the permit process, etc.

CAP 21 – The COVID relief fund is still available.

POLICE – There are still staffing concerns. We currently have part time employees that are either retired officers from other departments and need waivers or one that needs a waiver because of age related issues with time in the armed services. These employees need to be considered part-time due to civil service and Chief Johnston must keep the door open in case he has to hire off the civil service list, if a candidate becomes available.

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.

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.

FIREWORKS – FIRE AND LIGHTS. Supervisor Frey said he would like to see the Town provide the funds for fireworks at the Fire and Lights this year if it is still held. He feels this is not the year to approach local business owners for financial help for this event. We would re-encumber the funds in Fireworks that was not spent this year for this event. If the event is held, we will have to keep it low key so as to not have huge crowds.

HIGHWAY - Superintendent Hansen’s report provided is as follows: We are now on our winter hours. 5 days a week 6AM to 2:30PM

- Plowed and sanded
- Hauled garbage and recyclables
- Finished up water drainage project in the park. We have some other

locations to try to collect water, but we ran out of time.

- Pushed up salt in salt shed
- Got our equipment ready for winter. Changed out the gearbox on 205 for the sand auger. Got both sets of racks on both trucks.
- Picked away at the new building. Insulating has been completed in break room and bathroom, Drywall has been hung and mudded. The floor above the office has been put down.
- Changed plow blades on plows for pick-ups.
- Cleaned up and painted dump box on 205

Coming up

- Plow and sand roads, sidewalks, and parking lots.
- Haul garbage and recyclables
- Keep picking away at our new building. Primer and paint the break room.
- Garage door company is supposed to be here tomorrow to finish setting limits on

garage doors. As soon as that happens, we plan on moving all our equipment in and get everything out of the elements. Thank you to Don Rhodes for staying after them to get this done

Transfer Station

- Open 4 days a week from 8AM-11:45AM 1PM-6:45PM. Close Tuesday, Wednesday, and Friday
- We shipped out 69 bales of plastics last week to get the yard cleaned up.
- I will be getting quotes on new containers for next meeting.

TOWN CLERK - Reported revenues for the month of November.

Town Clerk presented a resolution brought to her to support an organization that acts as a support to the town for APA issues, etc. The Board discussed the organization and reasons to support or decline, however, tabled it to the Organizational Meeting on January 5, 2021. Discussion followed.

PERSONAL/SICK DAYS - Town clerk brought up that there are employees this year that were unable to use sick/personal days because of everything going on and would never be able to use them all by year end. Some of the reasons were that people were not taking vacations, but also because the employees were needed this Spring/summer. After lengthy discussion, Supervisor Frey made a MOTION to allow

sick/personal days roll into 2021, however, only until July. Councilman Townsend SECONDED the motion.

5 AYES 0 NAYS MOTION CARRIED

PART-TIME EMPLOYEE – Town Clerk brought up another situation with a part-time employee pay rate being low and therefore, was wondering if the Town Board would approve giving a few personal, holiday or sick days for this employee. The Board unanimously agreed that giving part-time employees any form of personal or sick day is a slippery slope and should not be done. It was decided that Supervisor Frey would sit with the employee and determine a salary type form of compensation that would be

agreeable to both.

SUPERVISOR –

SCREAMEN EAGLE – There was a problem with the sewer line that enters the Screamen Eagle and it has caused a significant amount of damage to their basement, in addition to needing quite a bit of work done to repair the line and connection to the building. The claim has been turned into NYMIR, our insurance company, to potentially let them “fight it out” with the contractor and subcontractor for the job based on who would be held liable. Either way, Supervisor Frey felt we should at least pay the bill for the sewer line and connection damage with BJ Queen, which was \$10,000 and made a **MOTION** to do so. Councilman Schmid agreed and **SECONDED** the motion to pay the \$10,000 repairs at this time and hopefully the insurance company will reimburse the Town for this cost. Discussion followed.

5 AYES 0 NAYS MOTION CARRIED

TOWNSEND ESTATE - Supervisor Frey asked John Townsend if he knew the status of the transfer. Mr. Deming was waiting for paperwork from the town. Town Clerk stated that he was looking for a resolution that allowed us to begin the process, in which she gave him, so everything should be moving forward.

TRAILS - Supervisor Frey asked how the grooming crew has been working out, Chip explained they were all doing a great job, and everything was going well. Chip Sauer began the discussion of purchasing a new side by side groomer to be able to begin grooming earlier with less snow and tighter areas better. A long discussion on the funds available from lines not used, can be used toward this purchase. Chip explained what he will need and what he can build himself as far as the drag and blade for the groomer. There was discussion on how this groomer would potentially prolong the life of the large groomers also and they have run the snowmobile budget tight to save. Discussion followed on the benefit and use of this groomer also. With a **MOTION** by Councilman Levi to purchase the groomer, not to exceed \$31,000, **SECONDED** by Councilman Schmid.

5 AYES 0 NAYS MOTION CARRIED

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

A **MOTION** to pay General/Wastewater bills, was made by Councilman Brownsell, **SECONDED** by Councilman Levi.

5 AYES 0 NAYS MOTION CARRIED

All business having come before this Board, Supervisor Frey made the **MOTION** to adjourn the meeting

at 8:48 pm. Councilman Brownsell **SECONDED**.

Next regular meeting will also be the ORGANIZATIONAL meeting held January 5, 2021 at 7:30.

Respectfully submitted, Yvonne Lutz, Town Clerk

**ASSESSOR/CODES
MONTHLY REPORT
December 2020**

CODE ENFORCEMENT

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

Construction activities have slowed as usual in December, but some projects have had problems with getting building materials. There still seems to be shortages and delays with some construction materials.

The Annual Adirondack Codes Conference in March has been cancelled this year, they are offering some courses on line.

ASSESSOR

I was able to complete all the required training for 2020, it is most likely that most if not all courses will be on line for 2021.

Respectfully submitted,

Aimee VanWie

Inlet Parks Department Report for December 2020

Michael Bartolotti - Parks Department Supervisor

1. Employees attended a webinar on Distracted Driving and Chainsaw/Chipper Safety (Mike, Frank, Patrick, Karl)
2. Installed new hose reel in Police Garage
3. Cleaned floor drains in Police Garage
4. Kept up on shoveling and salting of Town Hall, Post Office, Library, and Historical Society
5. Working on Skating Rink at Fern, lots of ups and downs with the weather
6. Trail work on Lake View Loop, with new trail markers, signage and cutting back of trail
7. Trail work and clean up in other parts of Fern Park
8. Groomed the lighted loop after most recent snow fall, not enough to groom other parts of the park
9. Continued painting bench's and garbage bins
10. Got permission to work on new ski trail on Dan Levi's Property near Sugarbush, weather kept us from performing this task, will wait till spring with highways assistance

**Information Office Report
Submitted by Department Head**

**for the month December 2020
Inlet Tourism Director Adele Burnett**

1. Balance in **Petty Cash** on December 31 was \$25.44.
2. From April 1, 2020 to December 31, 2020 this office processed 349 **snowmobile permits** for the 2020/21 season, which includes 290 Preseason, 46 Seasonal, 12 Weekday and 1 Replacement. The Old Forge office has sold 10,454 (9,249 Preseason, 1,124 Seasonal, 49 Weekday, 7 Weekly and 25 Replacement and Stillwater has sold 5 (1 Preseason, 4 Seasonal). Last year's numbers: Inlet 362 (265 Preseason, 89 Seasonal, 7 Weekday & 1 Replacement) & Old Forge 11,670 (10,261 Preseason, 1,289 Seasonal, 36 Weekday, 25 Weekly & 59 Replacement). Total numbers down 1,224. In addition to the Inlet Information Office, permits can also be purchased at the Town of Webb Visitor Center and online at OldForgeNY.com. Weekly permits 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 December 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 December 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. An email will be sent out on January 1st to past vendors letting them know that applications for the 2021 events will be available on the event webpages.
6. **New York Shootout** results were posted by Snow Goer Magazine and were shared with photos on www.NewYorkShootout.com. The organizer said the event went well, but he is looking forward to having the event return to Inlet in 2021, with spectators and vendors.
7. Conversations about **Inlet's Frozen Fire & Lights** continue. It is hopeful that unadvertised fireworks might be able to happen, and hopeful that people will still be able to take advantage of what Fern Park has to offer, which was the second reason this event began. *We all know the real reason was to shoot off fireworks for Paul Chambers's birthday.* During the IABA December meeting, it was suggested to let the current royal couple reign again, as 2020 was "stolen" from them by COVID-19.
8. I am working on the application for the **2021 New York State Decentralization (DEC) Grant**. This is the grant administered through the Adirondack Center for the Arts in Blue Mountain Lake and helps us with our Summer Concert Series. The 2021 lineup can be found at www.inletconcertseries.com.
9. I continue to meet with ROOST and some of the Hamilton County towns to talk about **winter marketing**.
10. The **IABA** continues to meet each month. Their January 5 meeting will be Zoom only. Notes and emails shared from IABA can be found at www.GoInletNY.com. They are now accepting dues for 2021, which you can pay online by clicking on the Pay Dues or Join IABA tab.
11. I will continue to try and 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** continues to meet regularly on the first Wednesday of each month at 10:00 a.m. They are looking for more community members to join them and are in need of a treasurer. 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** is meeting regularly on the fourth Tuesday of each month at 7:00m p.m. This group hopes to meet in person at the Inlet Town Hall and also have the option to Zoom. They are planning to have a document ready to present to the Town Board and public by May.
14. **Webcams** have been installed at Fern Park. We are designing a sign to hang in the rink, visible by the camera, that will indicate when it is open or closed for skating. The cameras are accessible on Inlet's Skiing & Snowshoeing page www.inletny.com/inlet/skiing-snowshoeing and the Skating & Sledding page <http://www.inletny.com/inlet/skating-sledding> on InletNY.com. They can also be seen on

InletSnow.com. **I am hoping to have additional cameras installed and ready for viewing at Arrowhead Park and in front of Inlet Town Hall this spring.**

15. **Information Office Window Hours** for January will be: Daily 9:00 a.m. – 6:00 p.m., closing at 5:00 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 and may start working a couple hours on her “regular” days (Sunday, Monday, Wednesday & Thursday) to cover lunch hours for myself & Mitch so no one needing to purchase a snowmobile permit will be turned away.
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:
 - January 6 – Inlet Climate Smart Task Force @ 10:00 a.m.
 - January 13 – Inlet Common School BOE @ 6:15 p.m.
 - January 13 – Inlet Barnstormers Board @ 7:00 p.m.
 - January 15 – Hamilton County Marketing Plan @ 11:00 a.m.
 - January 21 – American Legion Post #1402 @ 7:00 p.m.
 - January 26 – Fern Park Master Plan @ 7:00 p.m.
 - January 27 – Inlet Planning Board @ 7:00 p.m.
 - February 2 – IABA @ 6:30 p.m.
 - February 3 – Climate Smart Task Force @ 10:00 a.m.

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

- 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 – Shrinking Violets @ 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
- November 26-28 – Adirondack Christmas on Main Street
- November 30 – Holiday Open House
- December 11 – New York Shootout @ Chip & Cindy’s Track
- December 12 – Cookie Swap @ Inlet Town Hall
- December 31 – Champagne Bus