

DRAFT

INLET TOWN BOARD AGENDA

Tuesday April 18^h 2023

Zoom Link - <https://us02web.zoom.us/j/81640138142?pwd=VGJHJHJJTnVRTm9BdmVzSIZobVFvdz09>

7:15 P.M. – updates

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

Pledge of Allegiance

Public hearing – Short-Term Rental Regulations - Still open

Minute’s Review – 3/14/2023 Town Board minutes

See attached pages 2 – 4

Public Comment –

Communications – Bid opening only received 1 bid for a generator w/ 14 month wait

Planning Board - Proposed Short-Term Rental Regs –open ended public hearing - public meeting 5/27/23

Assessor/Codes, Parks/Building/Information

See attached pages 5 – 10

Parks –Spring clean up, projects

Police – Re-configuring the layout of the police station

Highway Department –Spring Work

Transfer/Recycling - open 4 days a week 8-11:45 ,1-6:45, closed Tuesday, Wednesday and Friday

Town Clerk Report - Rental & revenue reports, letters,

Supervisors Report – Boat launch porta potty location

– Summer staffing needs - lifeguards - coaches

Public Comment –

Executive Session – none

Audit Bills - Highway, General & Sewer

Next Regular Meeting– 5-9-2023 – 7:15 Bills & updates, 7:30 Meeting

REGULAR MEETING

MARCH 14, 2023 – 7:30 PM

Town of Inlet Town Board

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

Present were: Highway Superintendent, Shawn Hansen, Park's Supervisor, Mike Bartolotti, IT Dennis Hudson, Publicity Director Adele Burnett, Codes John Rouse, Assessor Aimee VanWie Jennifer Blakeman, Steven Young, and Joe Spilka via Zoom.

Officials present were Supervisor Frey, Councilman Schmid, Councilman Levi, Councilman Townsend, Councilman Brownsell, Deputy Town Clerk Amy Townsend and Town Clerk Yvonne Lutz via Zoom.

PUBLIC COMMENT – Supervisor Frey stated that we are receiving the emails regarding the short term rental proposal and that the public hearing is still open at this time. Adele asked if emails should be answered with at least a thank you reply. They are looking at a possible public meeting with the Planning Board to discuss the concerns residents have. Joe Spilka strongly opposes the moratorium and had many questions that Supervisor Frey answered what he could.

MINUTES - Supervisor Frey asked if there were any changes they would like to request to the February Town Clerk minutes. Hearing none.

TOWER BID OPENING – There will be a bid opening on March 23rd at 1:00 pm for the generator and equipment building for the communication tower. The lead time on generators is quite a long time. We may need to consider other options for a generator until we can get one. May need to amend bid requirements.

PLANNING BOARD – Will be planning and scheduling public meetings on the short term rental proposed changes.

PARKS – Mike stated that the new groomer is great, has been working out really well. He would like to upgrade the drag/tracks at about \$1,000 in parts. Mike thanked Shawn for cleaning for Fire and Lights. Thanked Frank and Stephen for working extra while he was out ill.

CODES/ASSESSOR – John Rouse has completed codes training. They presented a new software program from Williamson Law that they would like that would really help with accountability and keeping track of permits, etc. It is about \$8,000 upfront and \$1,600/annual cost. Supervisor Frey congratulated John Rouse on his successful training and made a **MOTION** to appoint John Rouse as the Codes Officer. Councilman Schmid **SECONDED**.

5 AYES 0 NAYS **MOTION CARRIED**

Councilman Townsend made a **MOTION** to approve Williamson Law Codes enforcement software. Councilman Levi **SECONDED**

5 AYES 0 NAYS **Motion CARRIED**

INFORMATION/TOURISM OFFICE – Tourism Director, Adele gave a big thank you to everyone for Fire and Lights weekend. It was a huge success. She stated she received a letter that they are taking away the payphone in front of the town hall. Adele gave an update for Inlet Community Task Force. She stated that Jeremiah is looking for benefactors that can help with upgrading playground equipment at the school and town park.

POLICE – Supervisor Frey mentioned that the police department is looking to configure the police office and seeking estimates and drawings.

HIGHWAY – Report attached to the agenda. In addition, the new International Mini dump truck has arrived. Highway department moved snow to trails. The Culvert that is needed for the work to Parkhurst is in. The work will be done in May some time. A letter will go out to Parkhurst residents to update them.

TOWN CLERK – Town Clerk, Yvonne asked the Board’s pleasure on the extended warrant on the Cummings motor. The subject was tabled at the last meeting. The total cost is about \$3,000, however, with the trip charge alone, should something go wrong, the warranty would pay for itself. Councilman Levi made a **MOTION** to purchase the extended warranty. Councilman Brownsell **SECONDED**.

5 AYES 0 NAYS **MOTION CARRIED**

SUPERVISOR –

LIBRARY TRUSTEE - Supervisor Frey received an email from the Library Board requesting that the Board appoint Jennifer Blakeman as a new trustee of the Inlet Library. Councilman Townsend made a **MOTION** to appoint Jennifer Blakeman and Councilman Levi **SECONDED**.

5 AYES 0 NAYS **MOTION CARRIED**

LIFEGUARDS – The Inlet Youth Commission is seeking, as always, Lifeguards and summer youth program coaches.

ADK PLANNING FORUM - This year’s conference will be in Saranac Lake on April 26th & 27th. Councilman Brownsell would like to go. John Rouse is attending. Contact Adele before March 29th to make reservations.

PERMEABLE SIDEWALKS – Shawn and Mike are going to Lake George to look at permeable sidewalks.

HIGHWAY BILLS – Councilman Levi made a **MOTION** to pay all highway bills on abstract #3 (March) as presented. Councilman Townsend **SECONDED**.

5 AYES 0 NAYS **MOTION CARRIED**

GENERAL/WASTEWATER BILLS – Councilman Schmid made a **MOTION** to pay all General/Wastewater bills on Abstract #3 (March) as presented. Councilman Levi **SECONDED**.

5 AYES 0 NAYS **MOTION CARRIED**

With all business coming before the board, Councilman Townsend made a **MOTION** to adjourn the meeting at 8:30 PM. Councilman Levi **SECONDED**. Next Meeting will be held **APRIL 18th** due to vacations.

Respectfully Submitted,

Amy Townsend, Deputy Town Clerk

Yvonne Lutz, Town Clerk

**ASSESSOR/CODES
MONTHLY REPORT
March 2023**

CODE ENFORCEMENT

The Williamson Law Building and Code Enforcement Software program is being installed on our computers Thursday April 20th with a training session to follow.

ASSESSOR

Change of Assessment notices were sent out on April 5th, this was again a Town wide revaluation to maintain our level of assessment at 100%. Sale values continue exceed assessed values by approximately 20% but with so little available for sale this trend may not continue.

Respectfully submitted,

Aimee VanWie

Inlet Parks Department Report for March 2023

Michael Bartolotti - Parks Department Supervisor

1. Shoveled Town Hall, Library, Post Office and other locations when necessary
 2. Groomed cross country ski trails at Fern Park and Inlet Golf Club. Trails are now closed for skiing, Thank you to all the land owners that allow us to groom these trails year after year.
 3. Trail work was done throughout the groomed trails at Fern Park
 4. Resurfacing and cleaning of the skating rink at Fern Park was done daily. Rink is now closed.
 5. Set up/Cleaned up for Inlet Might Loon Hockey games at Fern Park
 6. Fern Park Trail/Sledding Hill lights are now off for the season
 7. Removed all the Christmas decorations form Main Street and Town Hall
 8. Started Spring clean up of Arrowhead Park
 9. Built a new tool box for the Honda sxs
 - 10.Fixed some lighting in the work shop under the Post Office
 - 11.Began ordering supplies for Town Hall and the Arrowhead bathhouse
 - 12.Painted picnic tables and benches
 - 13.Repainted all the kitchen cabinets in Cottage 1 along with the window trim and doors
 - 14.Took a trip to Glens Falls and Lake George to check out their permeable sidewalks
 - 15.Met with Hamilton County Soil and Water to discuss solutions for storm water runoff in Arrowhead Park
 - 16.Covered daily testing at the WWTP while Don was on vacation
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Information Office Report
Submitted by Department Head

of the month February 2023
Inlet Tourism Director Adele Burnett

- Balance in **Petty Cash** on February 28 was \$28.92.
- From April 1, 2022 to March 31, 2023 ~~this office processed x snowmobile permits for the 2022/23 season (276 Preseason (24 sold in March 2022,) x Season, x Weekday, x Weekly, x Upgrade, x Replacement.)~~ Old Forge processed x (7,947 Preseason (642 sold in March 2022,) x Season, x Weekday, x Weekly, x Upgrade, x Replacement.) Old Forge Camping Resort processed x (x Season, x Weekday, x Weekly.) Water's Edge processed x (x Season, x Weekday, x Weekly.) **This section is crossed off until I can access the Filemaker program and update the numbers, since my office is not able to access the program unless it is physically turned on in the Old Forge office. One of the MANY reasons for the need to do something different. This office processed 809 snowmobile permits for the 2021/22 season (305 Preseason (24 sold in March 2022,) 348 Seasonal, 23 Weekday, 119 Weekly, 14 Replacement.) Old Forge processed 12,731 permits (8,237 Preseason, 2,869 Seasonal, 138 Weekday, 1328 Weekly, 57 Upgrade, 12 Replacement.) Old Forge Camping Resort processed 78 permits (27 Seasonal, 1 Weekday, 50 Weekly.) Water's Edge processed 182 permits (47 Seasonal, 25 Weekday, 110 Weekly.) Starting March 9, the 2023/24 permits will go on sale at the preseason rate of \$80. I am still hoping Inlet might be able to offer an online shopping cart for snowmobile permits if we continue this program. I would like to see a meeting scheduled with both towns soon to discuss all aspects of the joint snowmobile trail/program – money, insurance, trail grooming & maintenance, trail signage, trail reporting, permit processing, etc. The season ended on April 1st. I still think it would make sense to combine the Parks Department with the Snowmobile Department. Below totals are from Inlet only:**

| Year | Preseason | Season | Weekly | Deal | Upgrade | Total* |
|-------|-----------|--------|--------|------|---------|--------|
| 96/97 | 906 | 438 | 532 | NA | NA | 1876 |
| 97/98 | 1022 | 462 | 403 | NA | NA | 1887 |
| 98/99 | 1065 | 332 | 353 | NA | NA | 1750 |
| 99/00 | 974 | 510 | 402 | NA | NA | 1886 |
| 00/01 | 1245 | 564 | 642 | NA | NA | 2451 |
| 01/02 | 1266 | 709 | 532 | NA | NA | 2507 |
| 02/03 | 1283 | 632 | 518 | NA | NA | 2433 |
| 03/04 | 1278 | 494 | 436 | 45 | 7 | 2260 |
| 04/05 | 1241 | 206 | 362 | 30 | 8 | 1847 |
| 05/06 | 1094 | 361 | 320 | 28 | 13 | 1816 |
| 06/07 | 949 | 352 | 404 | 18 | 19 | 1742 |
| 07/08 | 1048 | 403 | 369 | 34 | 23 | 1877 |
| 08/09 | 869 | 355 | 326 | 14 | 30 | 1594 |
| 09/10 | 600 | 433 | 385 | 46 | 33 | 1497 |
| 10/11 | 585 | 274 | 270 | 24 | 25 | 1178 |
| 11/12 | 510 | 169 | 299 | 18 | 21 | 1017 |
| 12/13 | 454 | 347 | 340 | 20 | 20 | 1181 |
| 13/14 | 453 | 241 | 274 | 25 | 19 | 1012 |
| 14/15 | 420 | 302 | 304 | 23 | 8 | 1080 |
| 15/16 | 385 | 218 | 105 | 17 | 0 | 725 |
| 16/17 | 347 | 489 | 250 | 31 | 13 | 1030 |
| 17/18 | 343 | 371 | 216 | 24 | 9 | 963 |
| 18/19 | 476 | 405 | 226 | 28 | 14 | 1149 |
| 19/20 | 367 | 310 | 208 | 29 | 10 | 924 |
| 20/21 | 342 | 394 | 160 | 70 | 4 | 970 |

21/22 305 348 119 23 0 795

22/23 Waiting for Old Forge to turn on the program so I can update this.

*These totals do not include any Replacements or Snofest sales.

3. During March 2023, \$0 was collected towards the **summer concert series**; and was given to the clerk to be deposited into the Publicity account 6410.412.
4. During March 2023, \$115 was collected and deposited into the **Concessions Account 2024.000**.
5. **The IABA's April meeting will be at Screamen Eagle**. The May 2 meeting will be at Sunset Beach Cottages. The June 6 meeting will start at Inlet Town Hall as a bag stuffing for Black Fly Challenge, then will move over to Screamen Eagle. Reminder – **You do not need to be a member to attend these meetings. You also do not need to live in Inlet, nor do you need to own a business. All are welcome!** Dues can be paid online at www.goinletny.com, sent in by mail, or dropped off in person to my office. The IABA's survey remains open at <https://www.surveymonkey.com/r/IABA>
6. The 9th annual **"Let's Get Crooked!"** event collected \$238 for St. Bart's food pantry.
7. The Inlet Youth Commission will hold their annual **Egg Hunt** for children up to 12 years old (or in Sixth Grade) on Saturday, April 22 in Arrowhead Park at 1:00 p.m.
8. I am still collecting prizes for the 7th annual **Adult Egg Hunt** which will take place in Fern Park on Saturday, April 22 starting at 5:00 p.m.
9. I will be attending the **Adirondack Planning Forum** hosted by the Adirondack Park Agency that will be held at Hotel Saranac on April 26 & 27.
10. **Community Pride Day** will be May 3rd. 1,351 shirts were ordered for the participating communities and schools. To see the list of sponsors go to <https://www.inletny.com/inlet/community-pride-day>.
11. Screamen Eagle is going to host this year's **Fire & Spice** on Sunday, May 7th.
12. Soon Memorial Day will be here. The **Great Adirondack Garage Sale** will be May 26-28. Check out the website www.greatadirondackgaragesale.com to see where the sales are – or to list yours. The American Legion Post #1402's **Wreath Laying Ceremony** at Legion Square will be May 30 @ 9:00 a.m.
13. The **Black Fly Challenge** committee continues to meet and is looking forward to the 26th running of this race on June 10th. The race is now full with 1,000 racers registered. In 2019, there was about 300 registered the end of March. The race was canceled 2020 & 2021. All who were registered in 20 & 21 were rolled over to the 2022 race, and at the end of March 2022 there was about 800 registered.
14. The Tamarack Café is planning another **Meet Your Neighbor** event on Monday, June 12.
15. Sunset Beach Cottages is holding the first annual **Battle of the Chain Bass Tournament** on June 24.
16. Applications are being accepted for **Inlet's 47th annual "Arts in the Park"** and can be found at www.inletartsinthepark.com. An updated list of vendors and a map of where in Arrowhead Park they are located can also be found there. At the end of March there were 9 spaces still available.
17. Applications are being accepted the **30th annual Inlet Fall Festival** and can be found at www.inletfallfestival.com. An updated list of vendors and a map of where in Fern Park they are located can also be found there. At the end of March there were 14 spaces available, including 1 Non-profit, 1 food & 3 indoors.
18. 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, and there is a **Vacations/Out of the Office calendar** where it can be shared when employees will be out on vacation. **These calendars are only accessible to town employees and all department heads have been sent an invite to these calendars. These calendars are very helpful, especially for those of us who are in the office every day, but only helpful if all departments use them. If you need me to resend the invite, just let me know.**

19. There is also a **calendar on Google** that is visible to the public that is updated with all Inlet events, meetings, etc. Click here to add it to your calendar:
<https://calendar.google.com/calendar/u/0?cid=aW5sZXRueS5jb21fNTRvamJyN2YxNWtmZ25qc3ZrdTjib21pbDRAZ3JvdXAuY2FsZW5kYXluZ29vZ2xlLmNvbQ>
20. **Information Office Window Hours** for April will be: Saturday 9:00 a.m.-6:00 p.m., Sunday & Monday 8:00 a.m.-4:30 p.m., Tuesday 8:00 a.m.-5:00 p.m., Wednesday & Thursday 8:30 a.m.-5:00 p.m. and Friday 8:30 a.m.-6:00 p.m. The office is closed Easter Sunday, and the hours during spring break will be shorter.
21. **Margie** will continue to work when needed and will return to regular hours in July.
22. I am **out of the office on vacation** starting April 1st, and back in the office on April 18th. As always, I will be able to be reached by email or text if needed. Margie worked the Wednesdays and Thursdays I am gone.
23. Some **ongoing events/activities**:
 - 10:00 a.m. on 2nd Tuesday of each month is **Water Sample Pickup** @ Inlet Town Hall
 - Tuesdays @ 3:00-6:00 p.m. **Banks Farm Stand** @ Inlet Common School (inside)
24. Some of the **events & meetings** between this and the next town board meeting:
 - April 19 – Inlet Common School BOE 6:15 p.m. @ Inlet Common School
 - April 20 – American Legion Post 1402 7:00 p.m. @ Inlet Town Hall
 - April 21 – Black Fly Challenge Planning 6:00 p.m. @ Screamen Eagle
 - April 25 – Inlet Planning Board 7:00 p.m. @ Inlet Town Hall
 - May 2 – Fulton Chain of Lakes Performing Arts Council 4:00 p.m. @ Inlet Town Hall
 - May 2 – Inlet Area Business Association 6:30 p.m. @ Sunset Beach Cottages
 - May 3 – Community Pride Day
 - May 3 – Inlet Area Community Task Force 10:00 a.m. @ Inlet Town Hall
 - May 3 – Inlet Common School BOE 6:15 p.m. @ Inlet Town Hall
 - May 3 – Inlet Common School Budget Hearing 7:00 p.m. @ Inlet Town Hall
 - May 7 – Fire & Spice 2:00 p.m. @ Screamen Eagle

Dates for 2023 & into 2024:

- April 22 – Egg Hunt @ Arrowhead Park
- April 22 – Adult Egg Hunt @ Fern Park
- May 2-4 – Community Pride Day
- May 7 – Fire & Spice @ Screamen Eagle
- May 26-28 – Great Adirondack Garage Sale
- May 29 – Post #1402 Wreath Laying Ceremony @ Legion Square
- May 29 – Memorial Day Parade @ Inlet?
- June 10 – Black Fly Challenge @ Indian Lake & Inlet
- July 1 – Karen Savoca & Pete Heitzman @ Arrowhead Lakefront
- July 4 – Jamie Notarthomas & Fireworks @ Arrowhead Lakefront
- July 8 – Fritz Henry @ Arrowhead Lakefront
- July 15-16 – “Arts in the Park” @ Arrowhead Park
- July 15 – Dan Duggan & Peggy Lynn @ Arrowhead Lakefront
- July 22 – Tom O’Carroll @ Arrowhead Lakefront
- July 28 – “An Evening with the Symphony” @ Arrowhead Park
- July 29 – Inlet Classic Car Cruise & Show @ Arrowhead Park
- July 29 – Shakespeare in the Adirondack Park @ Arrowhead Lakefront
- July 29 – Shrinking Violets @ Arrowhead Lakefront
- July 30 – Army Band @ Arrowhead Park?

- August 4 – Aloha Friday @ Inlet
- August 4-13 – Maintain the Chain @ Fulton Chain of Lakes
- August 5 – 6th & 7th Lakes Meeting @ Fern Park & Fireworks over Seventh Lake
- August 5 – Annie & the Hedonists @ Arrowhead Lakefront
- August 6 – Ice Cream Social @ Inlet Public Library
- August 12 – Dan Berggren @ Arrowhead Lakefront
- August 19 – The Fabulous Mojoes @ Arrowhead Lakefront
- August 20 – Gary Rudd Memorial Golf Tournament
- August 26 – Live Music @ Arrowhead Lakefront
- September 2 – Donna Colton & Sam Patterilli @ Arrowhead Lakefront
- September 9 – Adirondack Canoe Classic passes through Inlet
- September 16 & 17 – Inlet Fall Festival @ Fern Park
- September 30? – IVES BBQ & Clambake
- October 7 – Adirondack Kids Day @ Arrowhead Park
- October 27 – Trunk-or-Treat @ Inlet Community Church
- October 27 – Halloween Parade & Party @ IVES Building
- November 24-26 – Adirondack Christmas on Main Street
- November 28 – Holiday Open House
- December 9 – New York Shootout @ Chip & Cindy's Track
- December 9 – Santa Pub Crawl @ downtown Inlet
- December 10 – Cookie Swap @ Inlet Town Hall
- December 31 – Champagne Bus
- February 24 – Frozen Fire & Lights
- March 10 – “Let's Get Crooked!” @ Inlet Town Hall