

CLOSE-OUT AND ORGANIZATIONAL
MEETING
WOLCOTT TOWN BOARD - JANUARY 5,
2016

A special meeting of the Wolcott Town Board was held Tues., Jan. 5, 2016, at the Wolcott Town Hall at 6:00 PM with the following people present:

PRESENT - Supervisor - Lynn Chatfield
Councilman - Adam Ellis, Jr.
Councilman - Russell Freer, Jr.
Councilman - Chris Loveless
Councilman - Dan Youngman

OTHERS PRESENT - Dawn Krul, Town Clerk; Amber Roberts, Assessor/ Bookkeeper; Scott Maybe, Highway Supt., Code Enforcement Officer, Don Camp; Karli & Paige Starczewski, 7102 East Port Bay Rd., Wolcott; Dave Doyle, MRB Group; Marty Aman, WA CO Water & Sewer Authority.

The Supervisor called the meeting to order at 6:00 PM.

Pledge of Allegiance -

CLOSE-OUT MEETING - General & Highway Fund Transfers

RESOLUTION #01-16 TO AUTHORIZE YEAR-END BUDGET TRANSFERS -

The following resolution was presented by Lynn Chatfield, moved by Adam Ellis, seconded by Chris Loveless,

WHEREAS, certain budgetary transfers are

necessary to balance at year-end;

NOW, THEREFORE, BE IT RESOLVED to authorize the following trans-fers:

GENERAL FUND -

- A1990.4 to A1330.4 in the amount of \$2,967.21
- A1355.14 to A1355.12 in the amount of \$1,067.57
- A1990.4 to A1410.4 in the amount of \$ 400.44
- A1990.4 to A1440.4 in the amount of \$1,267.50
- B1990.4 to B1110.4 in the amount of \$ 412.37
- B1990.4 to B3620.2 in the amount of \$ 19.99

HIGHWAY FUND -

- DA5142.4 to DA5130.4 in the amount of \$4,737.42

and any other such transfers as deemed necessary.

VOTE - AYES 5 NAYS 0.

CLOSE-OUT MEETING - (cont'd)

RESOLUTION #02-16 AMENDING ABSTRACT #12-2015
DUE TO CLERICAL
ERROR -

The following resolution was presented by Lynn Chatfield, moved by Adam Ellis, seconded by Dan Youngman,

WHEREAS, the December 2015 abstract contained a clerical error for voucher #452; and

WHEREAS, the voucher was correct but the wrong amount was put on the abstract; and

WHEREAS, the abstract total for voucher #452 should be \$189.63

instead of \$324.63, a difference of \$135.00;

NOW, THEREFORE, BE IT RESOLVED to amend the total for December's abstract by subtracting \$135.00 for a corrected total of \$9,491.36.

VOTE - AYES 5 NAYS 0 .

ORGANIZATIONAL MEETING -

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Russ Freer "Be it RESOLVED to accept blanket bond for all regular Town employees." VOTE - AYES 5 NAYS 0 .

A resolution was presented by Lynn Chatfield, moved by Russ Freer seconded by Chris Loveless "Be it RESOLVED to appoint Gary Mettler, Animal Control Officer, and Tammy Mettler, Deputy Animal Control Officer for one year." VOTE - AYES 5 NAYS 0 .

The Town Clerk reported to the Board she would appoint Jessica Freer, Deputy Town Clerk, for two years.

A resolution was presented by Lynn Chatfield, moved by Russ Freer seconded by Chris Loveless "Be it RESOLVED that the Deputy Town Clerk will, in the absence of the Town Clerk, have the same duties and re-responsibilities as the Town Clerk." VOTE - AYES 5 NAYS 0 .

A resolution was presented by Lynn Chatfield, moved by Chris Love less, seconded by Russ Freer "Be it RESOLVED to appoint Dawn M. Krul, Registrar of Vital Statistics and Jessica Freer, Deputy Registrar of Vital Statistics, for two years." VOTE - AYES 5 NAYS 0 .

A resolution was presented by Lynn Chatfield,

moved by Adam Ellis
seconded by Chris Loveless "Be it RESOLVED that any
Town Officer be allowed the IRS rate per mile when
using their personal vehicles for Town business."
VOTE - AYES 5 NAYS 0.

ORGANIZATIONAL MEETING - (cont'd)

A resolution was presented by Lynn Chatfield,
moved by Chris Loveless, seconded by Dan Youngman "Be it RESOLVED to
authorize the High-way Supt. to spend up to \$1,500
for tools without prior authorization
VOTE - AYES 5 NAYS 0.

Supervisor Chatfield reported to the Board that
he would appoint
Amber Roberts as his Bookkeeper for two years.

A resolution was presented by Lynn Chatfield,
moved by Russ Freer
seconded by Chris Loveless "Be it RESOLVED to pay
all elected Town Officers as outlined in the 2016
Budget." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield,
moved by Chris Loveless, seconded by Dan Youngman "Be it RESOLVED to
pay the Supervisor, Town Clerk, Councilmen, Town
Justices, Court Clerk, Bookkeeper, Deputy
Town Clerk, Code Enforcement Officer, Assessor,
Account Clerk,
Assessor's Clerk, Animal Control Officer, Custodian
of Town Hall - monthly; the Highway workers, - bi-
weekly; the Town Historian, Town Attorney and
anyone else employed by the Town - upon submission

of a voucher." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Dan Young-man, seconded by Adam Ellis "Be it RESOLVED to authorize the Town Clerk and/or her Deputy to attend any County Town Clerk's monthly meetings, annual Spring Conference, and/or Continuing Education courses; the Assessor and Account Clerk to attend any Continuing Education courses; the Code Enforcement Officer and two members of the Planning Board to attend annual Spring and Fall Conferences; the Code Enforcement Officer to attend annual Spring Continuing Education Conference; the Bookkeeper to attend any monthly bookkeeper's meetings and/or Continuing Education courses; the Highway Supt to attend annual Spring Highway School and Fall Highway Supt's. Conference at Town expense." VOTE - AYES 5 NAYS 0.

Supervisor Chatfield appointed Adam Ellis and Chris Loveless as Building Maintenance Supervisors for the Town Hall.

A resolution was presented by Lynn Chatfield, moved by Dan Young-man, seconded by Russ Freer "Be it RESOLVED to appoint the Supervisor and Highway Supt. to serve as Supervisors to the Sanitary Landfill." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Chris Loveless, seconded by Dan Youngman "Be it RESOLVED to hold all regular Town Board meetings on the 3rd Tuesday of each month at 6:00 PM." VOTE - AYES 5 NAYS 0.

ORGANIZATIONAL MEETING - (cont'd)

A resolution was presented by Lynn Chatfield, moved by Dan Youngman, seconded by Russ Freer "Be it RESOLVED to appoint Mary Anne Mc-Conkey, Clerk to the Justices, for two years." VOTE - AYES 5 NAYS 0

A resolution was presented by Lynn Chatfield, moved by Chris Loveless, seconded by Russ Freer "Be it RESOLVED to appoint Amanda Meyers as Account Clerk to the Assessor for one year at a rate of \$12.91 per hour." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Chris Loveless "Be it RESOLVED to pay the Deputy Town Clerk and Assessor's Clerk \$10.77 per hour." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Russ Freer "Be it RESOLVED to pay all Highway Workers \$20.28 per hour subject to contract." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Russ Freer "Be it RESOLVED to pay Eric Gerstner \$10.00 per hour as a general laborer for the highway department." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Chris Loveless "Be it RESOLVED to appoint Linda Hosier, Custodian of the Town Hall, at a monthly rate of \$200.00. VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Chris Love less, seconded by Dan Youngman "Be it RESOLVED to pay not more than \$6.00 per yard for bank-run sand and/or gravel."
VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Chris Love less, seconded by Dan Youngman "Be it RESOLVED to designate Lyons National Bank as the official depository for the Town of Wolcott."
VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Russ Freer "Be it RESOLVED to pay Assessment Review Board Members a flat rate of \$100.00 per day when they act."
VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Chris Love less, seconded by Dan Youngman "Be it RESOLVED to appoint Art Williams as Town Attorney for one year." VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Chris Love less, seconded by Russ Freer "Be it RESOLVED to appoint Lee Walter as Town Accountant for one year." VOTE - AYES 5 NAYS 0.

ORGANIZATIONAL MEETING - (cont'd)

A resolution was presented by Lynn Chatfield, moved by Adam Ellis seconded by Russ Freer "Be it RESOLVED to appoint Norma Stewart, Town Historian, for two years."
VOTE - AYES 5 NAYS 0.

A resolution was presented by Lynn Chatfield, moved by Chris Loveless, seconded by Dan Youngman "Be it RESOLVED to appoint Donald Camp Code Enforcement Officer, for one year." VOTE - AYES 5 NAYS 0.

Highway Supt., Scott Maybe, reported he would appoint Chris Bauer Deputy Highway Supt., for two years.

OTHER BUSINESS -

GENERAL CORRESPONDENCE -

1. Letter from Attorney Art Williams regarding his request for reappointment as our town attorney.

A motion was made by Adam Ellis, seconded by Chris Loveless, to accept general correspondence as submitted. VOTE - AYES 5 NAYS 0.

2. Acceptance of grant award for Port Bay Sewer Project -

RESOLUTION #03-16 AUTHORIZING SUPERVISOR TO SIGN ACKNOWLEDGEMENT AND ACCEPTANCE OF GRANT AWARD NYS WATER GRANT FOR THE WOLCOTT/HURON JOINT PORT BAY SEWER PROJECT CWSRF PROJECT NO. C8-6802-01-00 -

The following resolution was presented by Lynn Chatfield, moved by Chris Loveless, seconded by Russ Freer,

WHEREAS, the Towns of Wolcott and Huron have agreed to undertake a project (the "Project") to construct and finance a public sanitary sewer system to serve the eastern and western sides of Port Bay in

the Towns of Wolcott and Huron; and

WHEREAS, the Town of Wolcott, as the lead agency for financing and construction of the Project, has been awarded a NYS Water Grant in the amount of \$2,625,000, to be used in conjunction with the Clean Water State Revolving Fund (CWSRF) loan funds it anticipates receiving from the NYS Environmental Facilities Corporation (EFC); and

WHEREAS, the letter of award issued by EFC for the NYS Water Grant is attached to this resolution; and

WHEREAS, the attached letter of award requires the Wolcott Town Supervisor to confirm the Town's intent to proceed with the Project and execute a project finance agreement with EFC by completing the Acknowledgement and Acceptance of Grant Award form and emailing the form to nyswatergrants@efc.ny.gov by January 15, 2016.

OTHER BUSINESS - (cont'd)

RESOLUTION - (cont'd)

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Wolcott hereby authorizes the Town Supervisor to sign and submit to EFC the Acknowledgement and Acceptance of Grant Award form.

On Roll Call Vote - Chatfield "YES", Ellis "YES", Freer "YES",

Loveless "YES", Youngman

"YES".

Dated: January 5, 2016
Krul, Town Clerk

Dawn M.

3. Dave Doyle and Marty Aman went over some of the final details of the Blind Sodus Bay Sewer Project and the upcoming Port Bay Sewer Project. They also fielded questions from the board as well as others at the meeting. Much discussion. It was determined they should pass a resolution for Supervisor Chatfield to sign any required forms USDA Rural Development may require for the initial funding application for the Port Bay Sewer Project.

RESOLUTION #4-16 AUTHORIZING TOWN SUPERVISOR TO SIGN REQUIRED FORMS FOR USDA RURAL DEVELOPMENT INITIAL FUNDING APPLICATION FOR THE WOLCOTT/HURON JOINT PORT BAY SEWER PROJECT CWSRF PROJECT NO. C8-6802-01-00 -

The following resolution was presented by Adam Ellis, moved by Russ Freer, seconded by Chris Loveless,

WHEREAS, the Towns of Wolcott and Huron (together the "Towns") have agreed to undertake a project (the "Project") to construct and finance a public sanitary sewer system to serve the eastern and west ern sides of Port Bay in the Towns of Wolcott and Huron; and

WHEREAS, the Town of Wolcott, as the lead agency for financing and construction of the Project, has been awarded a NYS Water Grant in the amount of \$2,625,000, to be used in conjunction with the Clean

Water State Revolving Fund (CWSRF) loan funds it anticipates receiving from the New York State Environmental Facilities Corporation (EFC); and

WHEREAS, based on the blended Median Household Income (MHI) of the Towns the Project may be eligible for a grant of up to \$750,000 from Rural Development, in addition to the NYS Water Grant and CWSRF loan funds; and

WHEREAS, the Town of Wolcott wishes to apply for Rural Development grant funding for the project, accordingly.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Wolcott hereby authorizes the Town Supervisor to sign the forms and related documents required for submission of the Rural Development Initial Funding Application.

VOTE - AYES 5 NAYS 0.

OTHER BUSINESS - (cont'd)

4. The Town Clerk informed any members of the retirement system to begin keeping a 3-month log for the Standard Workday and Reporting Resolution which will be due again in April.

The next regular meeting of the Wolcott Town Board will be held Jan. 19, 2016, at 6:00 PM at the Town Hall.

A motion was made by Adam Ellis, seconded by Chris Loveless, to adjourn the meeting at 6:55 PM.

Respectfully submitted,

Krul,
Clerk

Dawn M.
Town

