

REGULAR MEETING - WOLCOTT TOWN BOARD - JANUARY, 21 2020

A regular meeting of the Wolcott Town Board was held Tues., January 21, at 6:00 PM at the Town Hall with the following people present:

PRESENT - Supervisor - Lynn Chatfield
Councilman - Adam Ellis Jr.
Councilman - Daniel Youngman
Councilwoman - Lori Furguson
Councilman - VACANT

OTHERS PRESENT - Jessica Freer, Town Clerk; Amber Roberts, Assessor/Supervisor's Clerk; Don Camp, Code Enforcement Officer; Zach Decker, Highway Superintendent; Jack Whittaker, 6300 Wadsworth St, Wolcott; Chris Bauer, Highway Department; Ron Lancy, 11972 Cottage Rd. #1, Wolcott; George Lachnicht, 6583 Route 104A, Red Creek; Kim and Rob, Second Hand Dog Rescue, Rochester, Roger Misso, 6419 Coolican Rd., Red Creek,

Copies presented to the Town Board:

1. Minutes of December 17, 2019 (Regular Meeting)
2. Minutes of January 6, 2020 (Closeout and Organizational Meeting)
3. General Fund Claims (Unaudited)
4. Highway Fund Claims (Unaudited)
5. CDBG Community Development Block Grant Claim (Unaudited)
6. Port Bay SD Fund Claims (Unaudited)

The Supervisor's, Town Clerk's, Justices, Code Enforcement Officer's, Animal Control Officer's and Highway Superintendent's reports were presented to the Town Board.

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

Pledge of Allegiance -

GENERAL BUSINESS -

GENERAL CORRESPONDENCE -

1. Packet from Associations of Towns.
2. Card from Toys for Tots of Wayne County thanking everyone for donating.

A motion was made by Adam Ellis, seconded by Dan Youngman, to accept the minutes of December 17, 2019, the minutes of January 6, 2020 and general correspondence and departmental reports.

VOTE - AYES 4 NAYS 0.

GENERAL BUSINESS - (cont'd)

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #1 thru #42 - total - \$17,256.04

HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$31,834.53

PORT BAY SD - Claims #1 thru #6 - total - \$638,917.53

CDBG ACCOUNT - Claim #1 - total - \$8,190.07

A resolution was presented by Adam Ellis, moved by Lori Furguson, seconded by Dan Youngman "Be it RESOLVED to pay General, Highway, CDBG, Port Bay SD account claims as presented." VOTE - AYES 4 NAYS 0 .

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. Amber stated W-2 forms are either in employee's mailboxes or being sent through the mail.
2. Amber is looking for a new scanner for the Assessor's office to be able to do digital records scanning. The price will be around \$299.00 but will be covered by money in the budget.
3. The Assessor's Clerk, Charity Scholes will be leaving Amber office on February 21, 2020
A motion was made by Adam Ellis, seconded by Dan Youngman, to appoint Karli Starczewski as Assessor's Clerk for a probationary period of 6 months. Effective February 10, 2020.

VOTE - AYES 4 NAYS 0

4. Amend December 2019 General Abstract -

RESOLUTION #4-20 AMENDING DECEMBER 2019 GENERAL ABSTRACT DUE TO CLERICAL ERROR -

The following resolution was presented by Adam Ellis, moved by Dan Youngman, seconded by Lori Furguson,

WHEREAS, the General abstract for December 2019 contained an invoice for Wayne County Highway Department in the amount of \$95.96; and

WHEREAS, the amount on the abstract was added incorrectly as \$360.00 and the check needed to be voided; and

WHEREAS, the December 2019 General abstract total needs to reflect the removal of the amount of \$360.00 to the Wayne County Highway Department;

NOW, THEREFORE, BE IT RESOLVED, to amend the December 2019 General abstract by deducting \$360.00 for a corrected total of \$21,389.35.

VOTE - AYES 4 NAYS 0 .

ASSESSOR/SUPERVISOR'S CLERK - (cont'd)

5. Amend the 2020 Budget -

RESOLUTION #5-20 AMENDING 2020 BUDGET LINE ITEM DUE TO CLERICAL ERROR-

The following resolution was presented by Adam Ellis, moved by Dan Youngman, seconded by Lori Furguson,

WHEREAS, it has come to our Supervisor's Clerk attention that certain line items were left blank out of the General Account in our 2020 budget; and

WHEREAS, the General Account Fund A1010.1 Town Board Personal Services was left blank when it should have the amount of \$15,255.90 in the line item; and

WHEREAS, the budget needs to reflect the accurate amount that will be paid throughout the 2020 year;

NOW, THEREFORE, BE IT RESOLVED, to add the amount of \$15,255.90 to the General Account A1010.1 Town Board Personal Services line item.

VOTE - AYES 4 NAYS 0.

CODE ENFORCEMENT OFFICER – Don Camp

1. Don brought up a question regarding one of Local Laws. The Local Law regarding Waterfront District is if a resident expands a single-family dwelling, they will need a special permit. Don has a resident that tore down a cottage in 2018 and wants to build a new cottage in about the same footprint of the old one maybe slightly bigger than the original. Don is asking the Board if this resident would need a special permit. Discussion. It was determined if it was the same size, he would not need a special permit, but if he builds any larger, he will need a special permit.

2. Don asked about another resident wanting to build a balcony off the second floor and wanted to know if that would be expanding or not. Discussion. The board decided a balcony would be considered expanding and would need a special permit too.

3. Don updated the Board about his wife being sick and stated she is his main concern right now. Don told the Board he will be gone 3 days during the work week to take her to appointments and asked the Board if they wanted him to continue his job. The Board understands his being gone and would like Don to continue being the Code Enforcement Officer.

HIGHWAY SUPERINTENDENT - Zach Decker

1. Zach said he has been in the position of Highway Superintendent for 20 days and recommends the Board members to come to the Highway Barns to look around at things. Zach said he's been doing cleaning and updating of the building and office. Zach stated a lot of the trucks and machines need servicing. Zach said he sent one of the snowplows to Sodus to help since the fire.

2. Zach said he is doing spreadsheets to help keep track of records. Drone footage was done on the property too. Zach stated the salt shed is in bad condition and is contacting Assemblyman Brian Manktelow to help with funding options. Zach put windows in the break room and updated the office with a computer and printer.

HIGHWAY SUPERINTENDENT - (cont'd)

3. Lynn and Zach met with Marty Aman from Wayne County Water and Sewer to discuss connecting with the sewer main that runs past the Highway Barn. It is owned by the Village of Wolcott, but the Town has rights to hook into it for a connection fee. Lynn went to the Village to get an application. Zach discussed an oil/water separator will need to be installed to be able to dump the floor drains. Zach said after he hears from the Village, Marty and Blue Heron will connection to the sewer main.

4. Zach wanted to redo the parking lot at the Highway but will address it next year.

5. Zach and Amber met with Complete Payroll to discuss putting a software-based time system at the Highway because the previous time clock does not work. The only equipment needed is a keyboard, an upfront cost and increase in the cost of about \$50.00 a month. Amber said it is a help to her because she will not have to input vacation, sick time, etc. Amber will still have access if needed.

A motion was made by Lori Furguson, seconded by Dan Youngman to spend an upfront cost fee of \$1000.00 and an additional \$50.00 a month on payroll.

VOTE - AYES 4 NAYS 0.

6. Zach said he is negotiating with the uniform company Unifirst because they are not following through with their requirements as per contract. Zach has a meeting with Ameripride who the Highway has a contract with for rags and medical, Zach believes this price the Town a paying is extremely high for and they are not doing medical for which they should be.

7. Zach is changing snowplow equipment to a straight blade instead of wing rubber, Zach said it's more cost effective and the wing rubbers don't add much to plowing. Zach also said he is putting carbide blades on the plows as well, the cost will vary from \$600-\$1,000 on who supplies them but will last longer.

8. The end of Brown Road is being taken by the Wayne County as far as repairing goes, the Town has to pay for stone but Wayne County is using their equipment and manpower. Zach said this is through "In-Kind Service".

9. Zach spoke about conference dates he will attend.

10. Zach said he learned about an agreement called Expenditure of Highway Monies that has to be signed yearly in order to spend Highway Monies. Zach stated he's never seen this even as a Board Member and it should be done every year by the Highway Superintendent and the Town Board. He spoke what he estimates money will be spent on but will not know until the winter season is over with. Discussion about Highway budget.

11. Zach talked about 5-year plans for the Highway. He has already purchased the new Highway Truck in the amount of \$39,137.80 and an excavator mower in the amount of \$18,893.00. Zach talked about future purchases he would like, a new snow plow. Discussions about ordering a new snow plow truck.

A motion was made by Adam Ellis, seconded by Dan Youngman to allow Zach Decker to order a new snow plow truck in the amount of \$190,000.00 that will be paid for in the 2021 Budget year.

VOTE - AYES 4 NAYS 0.

HIGHWAY SUPERINTENDENT - (cont'd)

Zach talked about obsolete equipment at the Highway Barn, the broom tractor. A broom can be purchased for the loader for \$19,000.00 which will be much more efficient. Dan brought up the pay loader going over hours if being used more. Zach will look into cost of going over hours on the pay loader. Zach is talking to Landpro about trading in the flail mower, for a batwing mower. Selling the bush hog mower as it doesn't get used much and is potentially hazardous. The 1960 D-5 Dozer will need to be upgraded in the future, a roller will be part of shared services because purchasing a new one is not necessary, purchasing a new mini excavator or would make jobs easier and faster, selling the skid-steerer as it only gets used during clean-up days and takes up space in the garage. Discussion about purchasing and selling equipment for the current year. Zach said he will talk about it next meeting.

12. Zach discussed King Rd. and Tyrrell Rd. bridges that need work done.

13. Zach said Joel Ritson has started training and is learning the plow routes. T.J. Azzolina is learning all the plow routes if someone calls in.

14. Zach said tree trimming and trash picking will start once the weather allows it. He is in talks with Dependable Disposal to supply a roll off.

15. Zach talked to the Town of Huron and discovered they pay \$1,500.00 a year to weed spray. Zach will get some quotes first.

16. Zach is getting asked by residents about private road deliveries of sand and Zach wants to know if he can legally do this. Lori said she will ask the Association of Towns the legal stance on maintaining and or sand/salt on private roads in the Town of Wolcott.

TOWN CLERK - Jessica Freer

1. Town Hall closed February 17th, 2020 for Presidents day

2. The Town Clerks office has been busy with Tax season as of Friday the 17th \$56,819.69 has been collected.

3. Updates have been going on, cleaning out some obsolete books and files. Jessica spoke about putting a way to pay with credit/debit cards in the office as many residents have inquired about it and Jessica feels it's necessary.

SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Land Use Code - Lynn has to contact Scott Gregg and Jeff Keller, Zach asked about not ever doing a cul-de-sac again in the Town unless it is bigger because they are hard to plow.

2. Security System - Lynn will try to contact Dennis again.

3. Brown/Wadsworth Road Water District - It has been approved by the NYS Department of Health, Wayne County Water & Sewer is working on prices to send to Rural Development. Marty Aman and Dave Doyle will come to a Board Meeting soon to discuss the project.

4. Port Bay Sewer District - Work is continuing.

5. Blind Sodus Bay Road CDBG - The project is completed, just waiting on payments.

6. Website Upgrade - Will be starting when Jessica slows with taxes.

SUPERVISOR - (cont'd)

OLD BUSINESS - (cont'd)

7. Building Maintenance - Chris Bauer and TJ Azzolina are working on the list, some may have to wait until spring.

- Basement stairwell light
- Floor in basement in front of elevator
- Power washing building
- Soffit on side of building
- Shrubs trimmed in front of building

NEW BUSINESS -

1. Lori asked about getting the agenda earlier than the Board Meeting to look things over.

Privilege of the Floor -

1. Jessica Freer asked about the Letters of Interest residents may submit, Lynn suggested scanning and emailing to the Board Members.

2. Kim and Rob from Second Hand Dog rescue talked about "Henry" the dog in the area that ran from his owners are multiple people are trying to find. They asked if people could pass out flyers and keep a look out.

3. Roger Misso the new Town Justice introduced himself to the Board Members and spoke about his background and spoke about a second court clerk he might want.

4. Chris Bauer mentioned getting an A.E.D machine for the Highway Barns and potentially the Town Hall.

The next regular meeting of the Wolcott Town Board will be held February 18, 2020, at 6:00 PM at the Town Hall.

A motion was made by Dan Youngman, seconded by Adam Ellis, to adjourn the meeting at 7:21 PM.

Respectfully submitted,

Jessica Freer
Town Clerk