

REGULAR MEETING - WOLCOTT TOWN BOARD - FEBRUARY 18, 2020

A regular meeting of the Wolcott Town Board was held Tuesday, February 18<sup>th</sup>, 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; Dave Doyle and Dave Willard, MRB Group; Derek Ceratt, 11903 West Main St., Wolcott; Ron Lancy, 11972 Cottage Rd. #1, Wolcott; George Lachnicht, 6583 Route 104A, Red Creek; Melissa Wheeler, 7448 Hapeman Rd., Wolcott; Chris Bauer, Highway Department,

Copies presented to the Town Board:

1. Minutes of January 21, 2020 (Regular Meeting)
2. General Fund Claims (Unaudited)
3. Highway Fund Claims (Unaudited)
4. CDBG Community Development Block Grant Claim (Unaudited)
5. 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 - No correspondence this month.

A motion was made by Adam Ellis, seconded by Dan Youngman, to accept the minutes of January 21, 2020 and departmental reports. VOTE - AYES 4 NAYS 0.

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #43 thru #81 - total - \$14,463.05

HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$49,847.68

PORT BAY SD - Claims #7 thru #12 - total - \$259,595.48

CDBG ACCOUNT - Claims #2 thru #3 - total - \$8,493.98

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

MRB Group - Dave Willard and Dave Doyle from MRB Group stated that MRB received a letter from Blue Heron Construction requesting an approximate four month construction contract extension at no cost. Mr. Willard stated the contract originally was to be completed March 11, 2020; the new contract states they will be completed July 10, 2020. The letter states reasons why the schedule changed, weather, high lake level, seasonal residents. Dave Willard stated about 13 properties were added to the original list that wanted a grinder pump installed and that involves more work. Dan asked how many residents were connected currently, Dave Willard said about 40 residents. Dave Willard said the Phase II project is scheduled to start mid-march, and end September 2020.

RESOLUTION #6-2020 AUTHORIZING NO COST TIME EXTENSION FOR BLUE HERON CONSTRUCTION COMPANY FOR THE WOLCOTT/HURON JOINT PORT BAY SEWER PROJECT CWSRF PROJECT NO. C8-802-01-00 -

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

WHEREAS, Blue Heron Construction Company (“Blue Heron”) submitted a letter dated February 4, 2020, requesting a no cost time extension (and outlining the reasons therefore), for it’s contract with the Town of Wolcott (“Town”), for the above referenced project; and

WHEREAS, the Town’s Engineer for the project has reviewed the time extension request and recommend that the request be granted, based on the stated reasons for the request; and

WHEREAS, the Town Board has reviewed the time extension request and agreed unanimously that the request be granted, based on the stated reasons for the request; and

WHEREAS, Change Order No. 6 has been prepared and signed by the Town’s Engineer to affect the requested formal time extension under Blue Heron’s contract with the Town.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Wolcott hereby authorizes the Town Supervisor to sign Change Order No. 6, formally authorizing Blue Heron’s requested time extension. VOTE - AYES   4   NAYS   0  .

Dave Willard said that due to the extension of Blue Heron, the Construction Observation and Construction Administration will need to be extended to accommodate later completion dates. MRB Group has submitted a proposed Amendment No. 3, MRB estimates and additional \$36,000.00 is required for Construction Administration and \$65,000.00 needed for Construction Observation. Dave Willard stated there is around \$500,000.00 of contingency left. Lori asked about an amendment done in August, Dave Willard and Dave Doyle stated there was a previous Amendment but the schedule has changed since and another Amendment is needed. Amber left the room to go look for the previous Amendment.

Lynn spoke about Brown/Wadsworth Rd Water District and the Notice of Complete Application regarding the DEC permit. Dave Doyle stated the notice needs to be published in the Lakeshore News and a Proof of Publication after it’s published. Lori asked what the next step was for the District, Dave Doyle said Cynthia Newcomb from Rural Development will solicit a price proposal from Wayne County Water & Sewer, Dave Doyle said most of the work will be done by MRB Group. Dave Doyle said Wayne County Water & Sewer will be starting work around springtime.

A motion was made by Lori Fuguson, seconded by Adam Ellis, to publish the Notice of Complete Application in the Lakeshore News for one week. VOTE - AYES   4   NAYS   0  .

MRB Group - (cont'd)

Amber returned but could not find the amendment. Lori would like to view the previous amendment; Lori asked if a full time presence was needed onsite from MRB Group to the end of July, Dave Willard stated the Construction Observation budget is for future full-time and part-time pay. Lori asked if it needed to be done at the Board Meeting tonight or can it wait until next month, Dave Willard said he will run out of budget on Observation before next month's Board Meeting.

A motion was made by Lori Furguson, seconded by Adam Ellis to authorize Supervisor Chatfield to sign amendment to original contract with MRB Group for the Port Bay Sewer District.

VOTE - AYES 4 NAYS 0.

Dave Willard and Dave Doyle left the Meeting at 6:29pm

CODE ENFORCEMENT OFFICER - Don Camp

1. Don asked about the Local Law for the Sewer System. Don said we don't have a dye tester anymore, Lynn said he would call Huron.

2. Special Permit request for Paul Thompson -

RESOLUTION #7-20 AUTHORIZING THE SUPERVISOR TO SIGN NEGATIVE DECLARATION FOR A SHORT ENVIRONMENTAL QUALITY REVIEW (SEQR) FORM FOR PAUL THOMPSON -

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

WHEREAS, Paul Thompson has requested to build a new cottage with the dimensions of 32' x 27' 4' at 8371 Thrush Road, Wolcott; and

WHEREAS, our Local Law #1-2000, Section 502-C, states special permits are required to expand pre-existing structures on less than one acre of land in waterfront area; and

WHEREAS, the Code Enforcement Officer has reviewed said project and feels a negative declaration is in order; and

WHEREAS, the Town Board, upon review, concurs with the Code Enforcement Officer and sees no negative impact environmentally;

NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes the Supervisor to sign a negative declaration for said project.

VOTE - AYES 4 NAYS 0.

3. Special Permit Request for Michael Brookmire -

RESOLUTION #8-20 AUTHORIZING THE SUPERVISOR TO SIGN NEGATIVE DECLARATION FOR A SHORT ENVIRONMENTAL QUALITY REVIEW (SEQR) FORM FOR MICHAEL BROOKMIRE -

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

CODE ENFORCEMENT OFFICER - (cont'd)

RESOLUTION - (cont'd)

WHEREAS, Michael Brookmire has requested to build a new cottage at 7854 North Maple Road, Wolcott; and

WHEREAS, our Local Law #1-2000, Section 502-C, states special permits are required to expand pre-existing structures on less than one acre of land in waterfront area; and

WHEREAS, the Code Enforcement Officer has reviewed said project and feels a negative declaration is in order; and

WHEREAS, the Town Board, upon review, concurs with the Code Enforcement Officer and sees no negative impact environmentally;

NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes the Supervisor to sign a negative declaration for said project.

VOTE - AYES 4 NAYS 0.

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. Transfers per budget to CD/Reserve accounts -

RESOLUTION #9-20 AUTHORIZING THE TRANSFER OF \$10,000.00 FROM HIGHWAY CHECKING ACCOUNT TO HIGHWAY ROAD CD RESERVE -

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

WHEREAS, Supervisor's Clerk has been authorized by the Town Board to deposit monies into this account when necessary; and

WHEREAS, the purpose of this Reserve Fund is to accumulate moneys to finance the cost of road improvements.

NOW, THEREFORE, BE IT RESOLVED, to transfer \$10,000.00 from the highway checking account to the Highway Road CD Reserve.

VOTE AYES 4 NAYS 0.

RESOLUTION #10-20 AUTHORIZING THE TRANSFER OF \$3,000.00 FROM HIGHWAY CHECKING ACCOUNT TO HIGHWAY CD -

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

WHEREAS, Supervisor's Clerk has been authorized by the Town Board to deposit monies into this account when necessary; and

WHEREAS, the purpose of this transfer to replace the money borrowed from repairing the Drott in 2019.

NOW, THEREFORE, BE IT RESOLVED, to transfer \$3,000.00 from the highway checking account to the Highway CD.

VOTE AYES 4 NAYS 0

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

RESOLUTION #11-20 AUTHORIZING THE TRANSFER OF \$59,000.00 FROM HIGHWAY CHECKING ACCOUNT TO HIGHWAY EQUIPMENT RESERVE -

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

WHEREAS, Supervisor's Clerk has been authorized by the Town Board to deposit monies into this account when necessary; and

WHEREAS, the purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment.

NOW, THEREFORE, BE IT RESOLVED, to transfer \$59,000.00 from the highway checking account to the Highway Road CD Reserve.

VOTE AYES 4 NAYS 0.

RESOLUTION #12-20 AUTHORIZING THE TRANSFER OF \$10,000.00 FROM GENERAL CHECKING ACCOUNT TO BUILDING CAPITAL RESERVE -

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

WHEREAS, Supervisor's Clerk has been authorized by the Town Board to deposit monies into this account when necessary; and

WHEREAS, the purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of capital improvement.

NOW, THEREFORE, BE IT RESOLVED, to transfer \$10,000.00 from the highway checking account to the Building Capital Reserve.

VOTE AYES 4 NAYS 0.

2. Amber said Charity Scholes last day will be Friday the 21<sup>st</sup>, Karli Starczewski will start Monday the 24<sup>th</sup>.

3. Amber said she is waiting for the Final Pay App for CDBG, Dave Doyle was going to follow up with the contractor to be reimbursed then paid in full.

HIGHWAY SUPERINTENDENT - Zach Decker

1. Zach said he is doing Complete Payroll for time clocks, he said he has been training.

2. The end of Brown Road is complete; it was done by the County, the Town just paid for the stone.

3. Zach said sewer hookup is in progress for the Highway Barns.

4. Zach stated the Highway currently gets their petroleum products through the state bid contract, although, they charge more than E&V. E&V charges around 5-10 cents lower a gallon and it also comes with pumps, hoses, nozzles and repairs. Zach said the meters on the current pumps do not work properly. Zach said the contract is ending in June and wanted to go with E&V. Dan asked if he got other quotes and Zach said he will.

## HIGHWAY SUPERINTENDENT - (cont'd)

5. Zach has inquired on grants for the salt shed; Zach needs Board approval to look further in the grants, Zach is looking for 100% grant funded and will be looking for more options available, Zach thinks maybe not this year because its only matching fund grants. There is the possibility to use Federal Funds and State Funds together.

6. There is a meeting with Mark Wallace of NYS Deferred Compensation on February 25, the date is not confirmed but anyone interested employed by the Town can come.

7. Zach has gotten quotes for the overhead doors at the Highway Barns to be serviced and lower panels replaced on two doors. Martins Overhead Door submitted a quote for \$1580.00, Tri County Overhead Door was charging around the same about to just service the doors. Zach would like to employ Martins. The Board agreed with Zach.

8. Zach said he has continued cleaning of the Town Barns and starting to restore one truck.

9. Zach said he was in contact with Kevin Rooney and Kevin said they can use the County Bid for weed spraying, he didn't know the price but Zach was assured it won't be more than \$1,500.00.

10. Zach said he has cancelled the contract with Unifirst for contracts, Zach said he is now going to get uniforms through Cintas. Lori asked if there was a price difference, Zach said they are getting more garments, no rugs and the price is around the same. Zach said there is a stipulation in the contract with Cintas regarding satisfaction with the driver.

11. Zach talked about the ice storm last week and how the Highway Employees were very busy, Zach said there was an accident with one of the trucks on West Port Bay Rd., Zach said the sander is broken. Zach said he is in contact with the insurance company; the amount of damage is around \$16,000.00.

12. Zach talks about future equipment purchases he would like to make, Zach emailed the Board members options for 5-year plans, Lori asked when he would like an answer on some of the equipment, Zach said it can wait but the excavator order takes around 4 weeks, and the mowing tractor takes around 6 months. Zach discusses expenditures for 2020 and 2021 for the Highway. It was determined a public hearing is needed to transfer funds to be able to purchase some of the equipment, a public hearing will be held next Board Meeting to transfer funds out of the Highway Equipment Reserve.

## TOWN CLERK - Jessica Freer

1. Jessica called Art Williams about finding out what is needed for changing the terms for Zach, Lynn and herself for 4 years. Jessica asked the Board if they would approve going further with the process. The Board had no problem with Jessica finding out what was needed to do.
2. Jessica said as of today tax collections have brought in \$2,375,875.52 she will update the Board next month on more taxes collected.

## SUPERVISOR - Lynn Chatfield

## OLD BUSINESS -

1. Land Use Code - Lynn needs to contact Scott Gregg and Jeff Keller.
2. Security System - Lynn is waiting for Dennis.
3. Brown/Wadsworth Road Water District - The Water District is moving along.

SUPERVISOR - (cont'd)

OLD BUSINESS - (cont'd)

4. Port Bay Sewer District - The Sewer District is continuing.
5. Blind Sodus Bay Road CDBG - Amber already spoke about the project.
6. Website Upgrade - Jessica is asking the Board to look at the website to make suggestions.
7. Building Maintenance - The majority have to be done after winter, the floor in the basement was completed by Chris Bauer.
  - Basement stairwell light
  - Power washing building
  - Soffit on side of building
  - Shrubs trimmed in front of building

NEW BUSINESS -

1. Lynn said Melissia Wheeler was in attendance.

Privilege of the Floor -

1. Melissia Wheeler introduced herself to the Board and spoke about her background.
2. Jack asked about funding for the Port Bay Sewer District and said there was additional funding available for Eades Road Bridge and its possible there may be more funding for Port Bay somewhere, Lynn said they will look into it.
3. Zach asked if the insurance covers the price of the repairs on the Snow Plow does he have permission to purchase a new sander.

A motion was made by Adam Ellis, seconded by Lori Furguson, allow Zach to purchase a new sander for the Snow Plow only if insurance covers it in full.

VOTE - AYES 4 NAYS 0.

Executive Session -

A motion was made by Dan Youngman, seconded by Adam Ellis, to move into executive session at 7:16 PM to discuss appointment of a particular person/s. Amber, Zach and Jessica were asked to stay.

VOTE - AYES 4 NAYS 0.

Close Executive Session -

A motion was made by Lori Furguson, seconded by Dan Youngman, to close executive session at 7:29 PM.

VOTE - AYES 4 NAYS 0.

SUPERVISOR - (cont'd)

RESOLUTION #13-20 APPOINTING DEREK CERATT TO THE POSITION OF COUNCILMAN TO FILL THE VACANCY -

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

WHEREAS, Zach Decker resigned from his position of Councilmen as of December 31, 2019; and

WHEREAS, the Town needs to fill said position; and

WHEREAS, the Town Board has decided to appoint Derek Ceratt to the position;

NOW, THEREFORE, BE IT RESOLVED, to appoint Derek Ceratt to position of Councilmen starting February 19, 2020, thru December 31, 2020.

VOTE - AYES 4 NAYS 0.

The next regular meeting of the Wolcott Town Board will be held March 17, 2020, at 6:00 PM at the Town Hall.

Lynn asked if the Board would be interested in publishing a reference guide of the names, hours and phone numbers of most of the employees for the residents for cut out and save. Jessica said she will ask Wayuga the pricing when she submits the Notice of Complete Application.

A motion was made by Lori Furguson, seconded by Dan Youngman, to adjourn the meeting at 7:32 PM.

Respectfully submitted,

Jessica Freer

Town Clerk