

REGULAR MEETING  
WOLCOTT TOWN BOARD – March 15, 2022

A regular meeting of the Wolcott Town Board was held Tuesday, March 15, 2022, at 6:00 PM at the Town Hall with the following people present:

PRESENT - Supervisor - Lynn Chatfield  
Councilman - Adam Ellis, Jr.  
Councilman - Daniel Youngman  
Councilman – Ray Hauss  
Councilman – Jorden Brown

OTHERS PRESENT - Jessica Freer, Town Clerk; Amber Roberts, Assessor/Supervisor's Clerk; Don Camp, Code Enforcement Officer; Zach Decker, Highway Superintendent, Chris Bauer, Deputy Highway Superintendent; Jim Lee, Wayne County ALS Director; Tom Mettler, Town of Butler Supervisor.

Copies presented to the Town Board:

1. Minutes of February 15, 2022 (Regular Meeting)
2. General Fund Claims (Unaudited)
3. Highway Fund Claims (Unaudited)
4. Port Bay SD Fund Claims (Unaudited)

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

Supervisor Chatfield called the meeting to order at 6:00 PM.  
Pledge of Allegiance –

GENERAL BUSINESS –

Jim Lee, Wayne County EMS Director – Jim briefly explained the background of fly cars in the County, Jim said the County years ago did a county-wide EMS study that shaped the fly cars system as we see it today. There was a more recent Finch study done where the response time of the ambulances in the County did not meet national standards, the consultant of the study gave a variety of options to try to improve the response times. Jim wrote a proposal that stated how Wayne County could start a county-wide EMS program using ARPA funds. Jim's proposal writes as backup to other agencies and has uniformity and scalability; his proposal also states the need to train and certify EMS employees would be needed. Jim then asked the Board if they had any questions, the board asked about fly cars, locations, employees, etc. Jim answered everyone's questions and concerns to the best of his ability and knowledge, discussion ensued. The Board then thanked Jim for his time.

Jim Lee and Tom left the meeting at 6:34 PM

GENERAL CORRESPONDENCE –

1. Email from USDA to ask for permission to place fruit fly traps on municipal property to monitor the European Cherry Fruit Fly.

A motion was made by Adam Ellis, seconded by Jorden Brown, to accept the minutes of February 15, 2022, departmental reports, and general correspondence.

VOTE - AYES   5   NAYS   0  .

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #65 thru #95 - total - \$8,683.31

HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$39,726.31

A resolution was presented by Dan Youngman, moved by Adam Ellis, seconded by Jorden Brown “Be it RESOLVED to pay General and Highway account claims as presented.”

VOTE - AYES   5   NAYS   0  .

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. RESOLUTION #5-22 AUTHORIZING THE SUPERVISOR’S CLERK TO TRANSFER \$10,000.00 FROM HIGHWAY CHECKING TO CAPITAL ROAD RESERVE CD -

The following resolution was presented by Dan Youngman, moved by Ray Hauss, 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 Capital Road Reserve CD.

VOTE - AYES   5   NAYS   0  .

2. RESOLUTION #6-22 AUTHORIZING THE SUPERVISOR’S CLERK TO TRANSFER \$3,000.00 FROM HIGHWAY CHECKING TO HIGHWAY CD -

The following resolution was presented by Adam Ellis, moved by Dan Youngman, seconded by Jorden Brown,

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 is to replace monies that have been spent from this account previously,

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

VOTE - AYES   5   NAYS   0  .

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

3. RESOLUTION #7-22 AUTHORIZING THE SUPERVISOR'S CLERK TO TRANSFER \$10,000.00 FROM GENERAL CHECKING TO BUILDING CAPITAL CD -

The following resolution was presented by Dan Youngman, moved by Ray Hauss, 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 General checking account to the Building Capital CD.

VOTE - AYES 5 NAYS 0.

4. RESOLUTION #8-22 AMENDING 2022 BUDGET TO INCLUDE LINE ITEM A8030.4 RESEARCH FOR SALT BARN-

The following resolution was presented by Adam Ellis, moved by Dan Youngman, seconded by Jordan Brown,

WHEREAS, a new project has been being researched for the Town that was not included in the 2022 Budget; and

WHEREAS, the Town needs to create a line in the budget for expenses the project will incur that will need to be accounted for;

NOW, THEREFORE, BE IT RESOLVED, to add line item A8030.4 Research in the amount of \$5,000.00 for Salt Barn.

VOTE - AYES 5 NAYS 0.

5. Amber has previously stated for the past year of the town-wide revaluation, as she has been meeting with residents regarding the update the complaint, she heard the most was homes in disrepair throughout the Town. Her problem lies with those homes that haven't lost market value due to the appearance or those that neighbor these homes. Don agrees that there is a problem with squatters and trash laden homes, but his hands are tied as he has issued tickets and at point it is in the Court system.

6. Amber has spoke about the Senior Citizen Low Income Exemption and how the limit has not increased in many years, Amber would like to increase the limit for next year's taxes to include seniors that are being excluded due to an increase in social security they received. Amber will work on an appropriate scale proposal and present it to the Board in the future.

## HIGHWAY - Zach Decker

1. Zach said the Town is still in need of a Salt Shed.
2. Zach said last year he signed a contract for a Western Star plow truck, they have since discontinued making this model therefore the contract is null and void. The options are rebid a truck with another manufacturer or stay with the same manufacturer with a different model and pay the difference for it. Zach is not sure if he will need to sign a new contract, he gotten an estimate of \$20,000.00 for the different model of the Western Star but that is still unsure until the truck is available. Zach believes if he goes with a different manufacturer the price will be higher than the estimate he received, and the delivery would take longer. The Board decided to stay with Western Star for the contract.
3. Zach received a notice that he either must reclaim or close the gravel beds next year. Discussion about options and what to do with the properties after reclaiming.
4. The highway employees are shifting to Spring work.

## CODE ENFORCEMENT OFFICER - Don Camp

1. Don last month spoke about solar farms; he has obtained solar local laws/codes from neighboring Towns that could help the Board develop their own. Amber would like to look at the other Towns regulations and if possible, when developing the Town of Wolcott's include the PILOT for solar farms. Lynn has a meeting with MRB Group next week to discuss solar farms. Don again strongly urges a moratorium for the Town regarding Solar Farms until regulations and/or a Local Law is in place.
2. Don has Code School the 5<sup>th</sup>-7<sup>th</sup> of April in Syracuse, Wolcott will be paying for mileage.

## TOWN CLERK - Jessica Freer

1. Jessica gave the Board an update on collected taxes, she said they have collected \$2,652,177.89 to date, that figure is without interest or penalties which would equate to approximately 80% of the total warrant collected. The unpaid notices were sent in the mail today.
2. Jessica also said her settlement with County is on April 13, 2022, she will have the final numbers and Tax Collectors report available then.
3. There is Town Clerks luncheon tomorrow in Sodus so her office will be closed for a few hours in the afternoon, and Jessica will be attending the Town Clerk's Conference in Albany at the end of April.

## SUPERVISOR - Lynn Chatfield

## OLD BUSINESS -

1. Brown/Wadsworth Road Water District – A transfer has not been done for the accounts but once that is complete the project will officially be closed out.

SUPERVISOR – (cont'd)

2. Building Maintenance – Valley Locksmith was at the Town Hall last week taking inventory and will submit a quote. The elevator passed inspection. Spectrum kept changing prices on installation so DD2 consulting came to the Town Hall, he gave suggestions of how to move forward if we choose to. Travis at All Seasons is going to install LED lighting at the Highway Department

- New Keys
- Phone lines
- Back Door
- Front Door

3. Policies –

RESOLUTION #9-22 ADOPTION OF IN-DISTRICT SANITARY SEWER SERVICE CONNECTION POLICY -

The following resolution was presented by Adam Ellis, moved by Jorden Brown, seconded by Dan Youngman,

WHEREAS, the Town has established sewer districts within the Town; and

WHEREAS, currently there is no option to connect into a sewer district after it has been completed; and

WHEREAS, the Town would like to have a policy to allow residents withing the district to connect if they so choose to,

NOW, THEREFORE, BE IT RESOLVED, to adopt the following In-District Sanitary Sewer Service Connection Policy for the Town of Wolcott.

**IN-DISTRICT SANITARY SEWER SERVICE CONNECTION POLICY**

**Purpose**

This Service Connection Policy establishes guidelines for providing new sewer service in an equitable and uniform manner. This policy may require interpretation by the Town Supervisor and/or Town Board and may be amended as necessary by the Town Board. The Town Supervisor shall implement any procedures necessary to enforce this policy.

**General Policy Statements**

- (a) Policy Coverage: These principles shall govern all activities related to extending new service and replacing or upgrading existing service.
- (b) No Free Service/Financial Assistance: The Town shall not provide free or discounted service. Sewer service is provided only at the published user rate charges in the Town's delegated sewer administrative entity, Wayne County Water and Sewer Authority (Authority) adopted rate schedule.
- (c) Fairness and Equity: The Town shall treat all present and future customers fairly and equitably.

SUPERVISOR – (cont'd)

OLD BUSINESS – (cont'd)

RESOLUTION – (cont'd)

- (d) Cost Responsibilities: Existing ratepayers shall not subsidize new customers. To the maximum extent practicable, new customers shall pay for new development (growth shall pay for growth).
- (e) User Rates: User rates shall pay the costs to service existing customers. User rates are published in the adopted rate schedule by the Authority.

**Rate Setting**

- (a) Rates, Fees and Charges: All rates, fees and charges imposed as provided hereunder shall conform to the provisions of the policy and all applicable requirements and covenants associated with debt associated with the respective Sewer District.
- (b) Connection Fees and Charges: All persons requesting new connection(s) must pay for all costs to furnish, install, and inspect the new grinder pump station, control alarm panel, and appurtenances on their property, except for the tapped connection, tubing, and curb stop which are provided by the Authority and paid for under the Connection Fee imposed by the Authority. Applications shall also consent to a utility easement on their property to accommodate the grinder pump system and agrees to pay all easement creation and filing fees. The Town of Wolcott nor Sewer District shall not provide new grinder pump stations for new connections to the system.
- (c) Debt Service and Capital Fees/Assessments: All properties within the Sewer District shall be charged the appropriate number of units and District debt service and capital [replacement] fees, in accordance with the Unit Charge Resolution adopted by the Wolcott Town Board.
- (d) Approval of user Rates: The Wayne County Water and Sewer Authority (Authority) shall set user rates to cover the projected costs of operating and maintaining the water system, as delegated Authority for the Town of Wolcott. User rates are set to recover the costs to Operate and Maintain the public sewer system. The Authority's Board of Directors shall approve and publish user rates. The Town shall plan and fund capital costs, as needed, for repair and replacements of the existing sewer system that benefit existing customers in the respective Sewer District(s). The Town of Wolcott shall approve and publish debt service and capital fund rates on an annual basis, as part of the annual tax levy process.

**New Connection Overview**

- (a) Utility Standards Manual (USM): All service connections or infrastructure that will be part of the Town's sewer system must comply with the Standards and materials specified by the Wayne County Water and Sewer Authority.
- (b) Application and Availability: The Town allocates sewer capacity on a first-come, first-served basis as long as capacity is available. All customers connecting a new location to the Town's sewer system are required to apply for connection through the Wayne County Water and Sewer Authority and notify the Town of Wolcott of the connection.

SUPERVISOR – (cont'd)

OLD BUSINESS – (cont'd)

RESOLUTION – (cont'd)

- (c) Plan Review: Property Owners seeking sewer service for a location in which no prior service has been established and for which new construction is planned shall submit a site development/connection plan to the Wayne County Water and Sewer Authority for review and approval. The water and sewer facilities will be reviewed in accordance with and for compliance with the Authority's USM. Property Owners of a single lot or parcel seeking sewer service for a location which has an existing service and/or an existing building or septic system shall work with the Authority's to sketch the desired service. Property Owners shall pay all applicable Plan Review Fees.

VOTE - AYES 5 NAYS 0.

4. Blind Sodus Bay Water District –

**STATE OF NEW YORK  
TOWN OF WOLCOTT COUNTY OF WAYNE**

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In the Matter of the Establishment of the

**Town of Wolcott Blind Sodus Bay Water District**

Pursuant to Article 12 of the Town Law of the State of New York.

**RESOLUTION #10-22 OF THE TOWN BOARD OF THE TOWN OF WOLCOTT, WAYNE COUNTY, NEW YORK ADOPTED ON MARCH 15, 2022, APPROVING THE APPLICATION TO THE OFFICE OF THE COMPTROLLER OF THE STATE OF NEW YORK FOR APPROVAL OF THE CREATION OF TOWN OF WOLCOTT BLIND SODUS BAY WATER DISTRICT**

The following resolution was presented by Dan Youngman, moved by Adam Ellis, seconded by Jorden Brown,

**WHEREAS**, pursuant to Article 12 of the Town Law of the State of New York (the "Town Law"), the Town of Wolcott, Wayne County, New York, upon receiving a Petition from the residents of proposed Town of Wolcott Blind Sodus Bay Water District (the "District") conforming with the requirements of Article 12 of the Town Law, approved the establishment of the proposed water District for the construction and installation of certain facilities and improvements in order to effect the provision of a public water supply and services to the property owners located within the boundaries of the proposed water District, all as set forth in that certain Engineering Report dated July, 2021, prepared by MRB Group Engineering; and

**WHEREAS**, pursuant to Article 12 of the Town Law and the regulations provided thereunder, the Town of Wolcott is required to secure the approval of the Office of the Comptroller of the State of New York (the "Comptroller") for the creation of the proposed water District by making written Application (the "Application") for the referenced approval; and

SUPERVISOR – (cont'd)

OLD BUSINESS – (cont'd)

RESOLUTION – (cont'd)

**WHEREAS**, such Application has been prepared and is ready for submission to the Comptroller, and has been presented to the Town Board for its approval prior to such submission in accordance with the requirements of applicable law.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Wolcott, Wayne County, New York, as follows:

**Section 1.** The Application, a copy of which is attached hereto and made a part of this Resolution, was prepared at the direction of the Town Board and the Town Board has determined that the contents of the Application are accurate.

**Section 2.** The Town Board has further determined, and hereby does further determine, that the creation of the water District, the construction and installation of the improvements therein, and the expenditure of sums for such purposes, for which approval of the Comptroller is hereby sought, is in the public interest and will not constitute an undue burden on the property within the proposed water District which will bear the cost thereof.

**Section 3.** All real property which is to be assessed for the cost of the proposed water District improvements will be benefited by such proposed improvements, and no benefited property has been excluded from the proposed water District.

**Section 4.** A certified copy of this Resolution shall accompany the Application to the Comptroller.

**Section 5.** This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

ON ROLL CALL VOTE - Chatfield "YES", Ellis YES", Youngman "YES",  
Hauss "YES", Brown "YES".

The Resolution was thereupon duly adopted.

5. Update Water Feasibility Study – Jessica is looking for the study to review, Amber will look through her files. Lynn will ask Dave Doyle.

NEW BUSINESS –

1. Town Cleanup Day will be June 18, 2022, this year.

2. Leash Law – Lynn is in talks with the Town Attorney to see if we can apply a leash law to populated areas.

3. Landfill Monitoring – Lynn received an email stating Ken Applin will be retiring but, he will help the Town find someone who will takeover the monitoring.

4. 2022 Weed Harvesting Contract – There was discussion involving the time spent at Port Bay, Blind Sodus Bay, and the contribution from the Town. The Board didn't feel that what we paid as a Town was fair to the residents of the Bays when the weed harvester wasn't even available. It was decided to table the resolution until more information came from Wayne County Soil & Water.

Privilege of the Floor –

1. Ray spoke about the high water around Blind Sodus Bay and Lake Ontario and wondering if sandbags will be available for residents, Lynn has spoken to a few people about the water levels, Lynn said he will include Ray in on future emails he receives regarding the water levels.

The next regular meeting of the Wolcott Town Board will be held April 19, 2022, at 6:00 PM at the Town Hall.

A motion was made by Jorden Brown, seconded by Dan Youngman to adjourn the meeting at 7:51 PM.

Respectfully submitted,

Jessica Freer  
Town Clerk