

REGULAR MEETING
WOLCOTT TOWN BOARD - APRIL 21, 2020

A regular meeting of the Wolcott Town Board was held Tuesday, April 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 - Derek Ceratt

OTHERS PRESENT - Jessica Freer, Town Clerk; Amber Roberts, Assessor/Supervisor's Clerk; Don Camp, Code Enforcement Officer; Zach Decker, Highway Superintendent;

Copies presented to the Town Board:

1. Minutes of March 17, 2020 (Regular Meeting & Special 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, 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 March 17, 2020, and departmental reports. VOTE - AYES 5 NAYS 0.

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #129 thru #159 - total - \$13,440.20

HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$20,919.21

PORT BAY SD - Claims #19 thru #23 - total - \$176,994.04

A resolution was presented by Adam Ellis, moved by Derek Ceratt, seconded by Lori Furguson "Be it RESOLVED to pay General, Highway, and Port Bay SD account claims as presented."

VOTE - AYES 5 NAYS 0.

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. Budget transfer for sander repair -

RESOLUTION #29-20 TRANSFERRING \$15,154.00 FROM DA2680 INSURANCE RECOVERIES TO DA5130.2 MACHINERY EQUIPMENT -

The following resolution was presented by Dan Youngman, moved by Derek Ceratt, seconded by Lori Furguson.

WHEREAS, a sander on one of the snowplows was damaged over the winter due to an accident; and

WHEREAS, the damages were covered under the Town's Insurance Policy; and

WHEREAS, the Insurance Agency sent payment to the Town for the damage to the sander; and

WHEREAS, that payment was put into account DA2680 Insurance Recoveries until needed;

and

NOW THEREFORE, BE IT RESOLVED, to transfer \$15,154.00 from DA2680 Insurance Recoveries to DA5130.2 Machinery Equipment to pay for the cost of repairing the sander.

VOTE - AYES 5 NAYS 0.

2. Amber said all the bills are paid for the CDBG project and the final reports are filed; she is hoping the project is finished.

3. Amber said Governor Cuomo has issued a new executive order #202.22 which references filing of the 2020 Tentative Assessment Roll, Final Assessment Roll and Board of Assessment Review. In the Executive Order there was a local option to extend the deadline 30 days, Amber stated she has submitted her tentative already and says the County does not plan on extending the deadline. Regarding the Board of Assessment Review the order states complaints can be heard remotely, conference call or similar service, provided complainants can present their complaints through such service and the public could view and/or listen. Amber stated very few residents' attend these proceedings and after talking to local Assessors thinks the process could be recorded.

4. Amend Abstract -

RESOLUTION #30-20 AMENDING MARCH 2020 ABSTRACT DUE TO CLERICAL ERROR -

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

WHEREAS, due to a clerical error the March 2020 CDBG abstract had an MRB Group voucher on the abstract in the amount of \$1,845.00; and

WHEREAS, that voucher should have been on the abstract for the General Fund under the A0391.7 Brown/Wadsworth WD account; and

WHEREAS, the abstract needs to reflect the amount of money that was taken out of such funds/accounts;

NOW THEREFORE, BE IT RESOLVED, to amend the March Abstract by removing voucher #7 in the amount of \$1,845.00 for a corrected total of \$237,980.00 for the CDBG Abstract.

VOTE - AYES 5 NAYS 0.

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

5. Amber stated the mortgage tax amounts from October 2019-March 2020 is down by \$10,500.00 from what is was in the past, Amber said she has not had a chance to look over the figures thoroughly. She believes the lower amount is possibly due to more cash sales and lower waterfront property sales.

HIGHWAY - Zach Decker

1. Zach said he received the new mower for the excavator & tractor with mower for the Highway Department.

2. Zach said he is on hold for the sewer hookup.

3. Zach said the Highway Association put out a statement regarding CHIPS and the potential if there is money left over the Town will get \$116,000.00, if not the Town cannot be reimbursed. Zach said he is going to hold off on scheduling road work due to the current economic situation. Zach stated he does need culvert pipe estimated to be around \$22,000.00 and asked the Board if he should purchase under the stipulation that the Town might not be reimbursed those monies. The Board stated if he needs it, he should purchase it. Zach said he will be cognizant in future purchases and should find out soon if NYS will reimburse the Town for purchases.

3. Zach stated the Salt Contract is due to be renewed in May and would like to increase the contract from 1100 tons to 1300 tons. The Board said to purchase more salt.

4. Zach said Fuel Contracts are due as well and he plans on switching to E&V for the vendor, Derek asked about the state contracts for fuel, Zach stated that E&V is less expensive than the state contracts and supplies pumps and equipment.

5. Zach said he is cleaning and painting at the Highway Barns. Zach has been in contact with All Season Heating to install an air handler in the future.

6. Zach would like to sell the 1996 Ford truck that is in bad condition at the Highway Department; Zach stated a resident would purchase the truck for \$2,500.00. Zach asked if he could sell it or if it must go through a bid process, Lynn stated he believed it had to go through a bid. Zach stated there are a few more pieces of equipment he would like to declare as surplus when COVID-19 is over.

A motion was made by Adam Ellis, seconded by Dan Youngman, to declare 1996 Ford Truck as surplus and to allow Zach Decker to place a purchase bid ad in the Shopper.

VOTE - AYES 5 NAYS 0.

7. Zach said his employees are doing spring work right now like ditching, road signs, etc.

CODE ENFORCEMENT OFFICER - Don Camp

1. Don stated he was supposed to go to Code School in April, but it is postponed until September.

2. Don said there are new additions to the Codes that will be downloaded to his computer.

3. Don said that Cahoon Farms is considered essential and they can continue work on their building at the corner of West Port Bay Rd. and Furnace Rd. Don stated he had a compliant stating workers at that location were not wearing mask which he had to investigate, Don contacted Chris Loveless to ensure the workers are wearing masks.

TOWN CLERK - Jessica Freer

1. Jessica said the 2020 Town and County Tax season in completed she wrote the final checks to the Wayne County Treasurer and Lynn and stated her 2020 Tax Collectors Report is available to review.

2. Jessica said she would like to do the Standard Workday and Reporting Resolution next Month and needs ROA's from the employees if affects.

3. Jessica said it was brought to her attention that residents would like a Facebook page for the Town, Lynn stated he knew about this as well. Lori said instead of a Facebook that the Town should focus on updating the Website.

4. Jessica asked about policies to be done by the Town, Amber said there is an Employee Handbook, Fleet and Safety Handbook and many other policies that the auditors stated should be done. Discussion. Derek asked for a list of the ones that we have done and ones that need to be done. A suggestion was to start with the Procurement Policy.

SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Brown/Wadsworth Road Water District - Lynn stated on April 20, 2020 Wayne County Water & Sewer broke ground for the project at Wheeler Rd.

2. Port Bay Sewer District – Moving forward.

3. Blind Sodus Bay Road CDBG – Lynn said the project is done.

NEW BUSINESS -

1. Lori asked is there was any news about the Town of Butler Sludge Facility, Lynn stated the project was on hold due to COVID-19 and NY Pause.

Privilege of the Floor - Will not be offered due to the meeting being closed to the public.

The next regular meeting of the Wolcott Town Board will be held May 19, 2020, at 6:00 PM at the Town Hall.

A motion was made by Dan Youngman, seconded by Derek Ceratt, to adjourn the meeting at 6:37 PM.

Respectfully submitted,

Jessica Freer
Town Clerk