

REGULAR MEETING
WOLCOTT TOWN BOARD - MAY 18, 2021

A regular meeting and public hearing of the Wolcott Town Board was held Tuesday, May 18th, 2021, at 6:00 PM at the Town Hall with the following people present:

PRESENT - Supervisor - Lynn Chatfield
Councilman - Adam Ellis, Jr. (ABSENT)
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; Chris Bauer, Deputy Highway Superintendent; Brandon Casterlin, 8087 Larkin Rd., Wolcott; Ron Lancy, 11972 Cottage Rd. #1, Wolcott; Deb Hall, Times of Wayne County,

Copies presented to the Town Board:

1. Minutes of April 20, 2021 (Regular Meeting)
2. Minutes of May 11, 2021 (Special Meeting)
3. General Fund Claims (Unaudited)
4. Highway Fund Claims (Unaudited)
5. Port Bay SD Fund Claims (Unaudited)
6. West Port Bay Water District Claim (Unaudited)
7. Waters/Red Creek Water District Claim (Unaudited)
8. Port Bay Water District Claim (Unaudited)

The Supervisor's, Town Clerk's, Justices, Code Enforcement 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. Letter from Red Creek CSD asking for the Town of Wolcott's continued support in the Wayuga Recreation Program.

A motion was made by Dan Youngman, seconded by Derek Ceratt, to accept the minutes of March 16, 2021, departmental reports and general correspondence.

VOTE - AYES 4 NAYS 0 .

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #127 thru #158 - total - \$11,061.86
HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$40,335.91
PORT BAY SD - Claims #19 thru #21 - total - \$1,441.67
WEST PORT BAY WD - Claim #1 - total - \$903.12
WATERS/RED CREEK WD - Claim #1 - total - \$5,895.00
PORT BAY WD - Claim #1 - total - \$12,835.00

A resolution was presented by Derek Ceratt, moved by Lori Furguson, seconded by Dan Youngman "Be it RESOLVED to pay General, Highway and Port Bay SD, West Port Bay WD, Waters/Red Creek WD and Port Bay WD account claims as presented."

VOTE - AYES 4 NAYS 0 .

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

RESOLUTION #25-21 TO AUTHORIZE BUDGET TRANSFERS -

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

WHEREAS, the New York State Comptroller's Office made a recommendation during their audit process with the Town stating to do transfers for budget line items as they happen if they are over budget during the year; and

WHEREAS, a new water district and grant monies are being researched,

NOW, THEREFORE, BE IT RESOLVED, to allow the Supervisor's Clerk to make the following transfers to line items in the 2021 Budget.

From Contingent - B1990.4 to Grant Application - B6989.4 in the amount of \$1,103.06

From Contingent - B1990.4 to Research - B8030.4 in the amount of \$1,566.45

VOTE - AYES 4 NAYS 0 .

2. Amber said in the future the Town will have to loan money to the Highway Fund from the General Fund for CHIPS expenditures. The CHIPS monies will be reimbursed back to the Town later in the year; it just must be spent first.

3. Amber said she is continuing working on the update for 2022; she does have an MOU (Memorandum of Understanding) with New York State.

4. Amber again brought up policies that need to be done by the Town; she specifically brought up the Drug and Drug Testing Policy due to New York State legalizing recreational marijuana. Derek said he will investigate those ones. Amber brought up a conversation we had during our Special Meeting in May; Emily suggested updating our Comprehensive/Master Plan for the Town. Amber brought up grant money that would apply to Broadband/Internet access, as it is very applicable to our Town and rural residents where coverage is not accessible or unaffordable, a thought to bring up to Emily.

HIGHWAY - Zach Decker

1. Zach said the Highway is starting to do road work, paving will begin on June 7th down Murray Road, stoning for resurfacing and culvert work.

2. Zach said he is getting the Highway Barns cleaned for the Spring Clean up Day and Caucus. Zach said an ad needs to go in the paper soon for clean up day; the number of tires to be accepted will need to be changed. It was decided that they will take 5 tires, no charge, with no additional tires being accepted.

3. Zach is waiting on pricing for a new truck.

CODE ENFORCEMENT OFFICER - Don Camp

1. Special Permit Request - Brandon Casterlin
8087 Larkin Rd
Wolcott, NY 14590

Code Enforcement Officer, Don Camp, spoke about Special Permit #3-2021 for Brandon Casterlin. Mr. Casterlin has moved a 1987 Mobile Home to 8087 Larkin Road, the Board had tabled a decision on the Special Permit from the April Board Meeting until more information on the structure and safety concerns could be answered. Don said concrete piers would be placed under the mobile home, RG&E had been contacted about service to the mobile home, Don said he looked at the data plate and it is approved for this area with snow and wind load. Lori asked about the small, stepped porch on the front of the mobile home, Brandon explained that when he moved the home, everything had to come with it and that was going to be replaced.

RESOLUTION #26-21 BRANDON CASTERLIN SPECIAL PERMIT #3 –

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

BE IT RESOLVED, that the Wolcott Town Board approve the request of Brandon Casterlin.
VOTE - AYES 4 NAYS 0.

2. Don said Dollar General had sent a picture of what the structure would look like in Red Creek, the Board said to go and ask them to emulate the building in the Town of Rose.

3. Don wanted to update the Board on the property at 7835 Eagle, which was discussed last month; Don said he had not heard anything new about the area being in a flood zone.

4. RESOLUTION #27-21 AUTHORIZING THE SUPERVISOR TO SIGN NEGATIVE DECLARATION FOR A SHORT ENVIRONMENTAL QUALITY REVIEW (SEQR) FORM FOR MICHAEL BOURBONNAIS -

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

CODE ENFORCEMENT OFFICER - (cont'd)

RESOLUTION - (cont'd)

WHEREAS, Michael Bourbonnais has demolition his current cottage and rebuild with a larger, 2 story residence at 7858 North Maple Rd., 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.

TOWN CLERK - Jessica Freer

1. Town Hall Closed on Monday, May 31st for Memorial Day.
2. Standard Workday & Reporting -

RESOLUTION #28-21 STANDARD WORKDAY AND REPORTING RESOLUTION -

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

BE IT RESOLVED, that the Town of Wolcott hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Workday	Name	Tier 1	Current Term Begin & End	Participates in Employer's Time Keeping System	Record of Activities Result
Elected Officials:						
Town Clerk	8	Jessica Freer	N	01/01/20-12/31/21	N	18.30
Highway Superintendent	8	Zachary Decker	N	01/01/20-12/31/21	N	22.00
Councilman	8	Adam Ellis, Jr.	N	01/01/20-12/31/23	N	.96
Appointed Officials:						
Assessor	8	Amber Roberts	N	10/01/19-09/30/25	N	13.10

On this 18th Day of May 2021

Date Enacted: 05/18/2021

(Signature of clerk)

VOTE - AYES 4 NAYS 0.
SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Land Use Code - Bob is continuing with the code, a workshop for the Land Use Code will be scheduled in the future.

2. Brown/Wadsworth Road Water District - Amber said the Final Budget Report had been submitted to Rural Development.

3. Port Bay Sewer District - Lynn had C.P Ward had finished landscaping at the pump station in the Village of Wolcott. The pump station parking lot oiling and stoning was involved in the project costs due to all the equipment and work being done, not the driveway, discussion ensued. Lori asked about closing out the Sewer District project, Amber said they moved to long term financing and a few final bills have to come in.

4. Building Maintenance - Zach said Cody was going to show 3 different signs to be made, Zach has not seen them yet. Lynn put up the courtroom screen, and the WIFI has been fixed for the Court.

- Landscape around building
- Sign for Building
- Courtroom Window Screens
- New Keys, to be discussed.
- WIFI for court and guests down
- Phone lines

5. Blind Sodus Bay Water District - Lynn said the lab results from the water tests have come back, Lynn will bring copies to the homeowners the samples were taken from. There is a meeting on Saturday May 22, 2021 with the residents from Blind Sodus Bay to discuss the project.

8. Town Attorney -

RESOLUTION #29-21 AUTHORIZING THE SUPERVISOR TO SIGN LETTER OF ENGAGEMENT FOR ATTORNEY SERVICES WITH MATTHEW R. ST. MARTIN -

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

WHEREAS, the Town is required to have an Attorney to handle legal matters; and

WHEREAS, the Town would like to contract with Matthew R. St. Martin to handle those matters; and

WHEREAS, Matthew has submitted a Letter of Engagement to the Town that would entail any legal work requested by the Town until December 31, 2021 at rates of:

- \$150.00/ an hour for the services of Matthew R. St. Martin as attorney.

- \$75.00/ an hour for the services of any staff members, such as paralegals, administrative assistants, or secretaries.

NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes the Supervisor to sign Letter of Engagement with Matthew R. St. Martin for legal services through December 31, 2021.

VOTE - AYES 4 NAYS 0.

SUPERVISOR - (cont'd)

NEW BUSINESS -

1. Jessica said she will place an ad in the Shopper soon for the Clean Up day.
2. Lynn said he may not be back in time for the Special Meeting (Workshop) on June 8th, 2021. Privilege of the Floor was offered.

The next regular meeting of the Wolcott Town Board will be held June 15, 2021 at 6:00 PM at the Town Hall.

A motion was made by Derek Ceratt, seconded by Lori Furguson, to adjourn the meeting at 6:42 PM.

Respectfully submitted,

Jessica Freer

Town Clerk