

REGULAR MEETING
WOLCOTT TOWN BOARD - May 19, 2020

A regular meeting of the Wolcott Town Board was held Tuesday, May 19, 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 April 21, 2020 (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, 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 Derek Ceratt, to accept the minutes of April 21, 2020, general correspondence and departmental reports.

VOTE - AYES 5 NAYS 0 .

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #160 thru #192 - total - \$146,644.65

HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$170,297.46

PORT BAY SD - Claims #24 thru #31 - total - \$262,026.56

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

VOTE - AYES 5 NAYS 0 .

CODE ENFORCEMENT OFFICER - Don Camp

1. Don stated last week the new 2020 Building Code Regulations went into effect, Don said NYS was providing free e-books from the International Code Council that could be downloaded to his computer, he said the process was long and difficult to download. Don said he called the code council to purchase books and they said the amount was \$667.00 plus shipping, he said he would like to purchase them to have in his office. The Board said he could purchase them. Don said an additional 24hrs of training is needed and a test regarding the new material.

2. Don said he is getting information from homeowners and WCWSA about the Port Bay Sewer System that he will have to file.

BID OPENING - The advertisement placed in the paper generated 1 Bid for the sale of the 1996 Ford Truck. The following bid was opened and read by Supervisor Chatfield:

1. Richard Warrick - \$2,100.00

A motion was made by Dan Youngman, seconded by Adam Ellis to accept the bid from Richard Warrick in the amount of \$2,100.00 for the 1996 Ford Truck.

VOTE - AYES 5 NAYS 0 .

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. Board of Assessment Review is meeting on Tuesday May 26th, 2020 for Grievance Day, Amber said only 3 out of the 5 members will be in attendance but that is enough for a quorum. She said there will be no public in attendance, but residents will be able to call in. Amber said she only has one appointment and the members will be there from 4:00pm - 8:00pm.

HIGHWAY - Zach Decker

1. Zach said the new excavator and mower with tractor came in.

2. Zach said cleaning is still going on around the Town Barns.

3. Lori asked Zach where the beaver was, Zach stated Mixer Rd. Lori said there is one around Port Bay.

4. Zach said he and the workers were painting in the Barns; Zach received a quote from All Seasons Heating on an air filter for the building that would be around \$3,600.00 and be installed. The Board approved Zach to purchase and install the air filter from All Seasons Heating.

5. Zach said he has surplus equipment he would like to sell at auction when everything is open again and he will have a list for the Board to look at.

TOWN CLERK - Jessica Freer

1. Standard Workday & Reporting Resolution

RESOLUTION #31-20 STANDARD WORKDAY AND REPORTING RESOLUTION -

The following resolution was presented by Dan Youngman, moved by Adam Ellis, seconded by Derek Ceratt,

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:						
Sole Assessor/ Supervisors Clerk	8	Amber Roberts	N	10/01/19-09/30/25	N	13.10

On this 19th Day of May 2020

Date Enacted: 05/19/2020

(Signature of clerk)

VOTE - AYES 5 NAYS 0 .

2. Closed Monday May 25, 2020 for Memorial Day.

3. Jessica asked if the Board remembers her talking about opening Wednesdays and being closed on Fridays going forward, the Board said they were fine just want her to make the public aware before it happens.

SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Security System – Lynn said he will have to speak to Mary Anne.

2. Brown/Wadsworth Road Water District – Lynn said that Wheeler Rd. is complete. Derek said some properties are available to hook into the system already. Lori asked about service application, Derek said the property owners go through the application process with WCWSA. Lynn said the construction is to Brown Rd. There is a service connection fee for homeowners who connect. There was some confusion about boundary lines, discussion.

SUPERVISOR - (cont'd)

OLD BUSINESS - (cont'd)

RESOLUTION #32-20 BROWN/WADSWORTH ROAD WATER DISTRICT BUDGET MODIFICATION -

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

WHEREAS, the Town of Wolcott developed the budget for the Brown-Wadsworth Road Water District project based on estimates for the cost for the Miscellaneous Expenses; and

WHEREAS, the actual costs for the Miscellaneous Expenses will be more than the current budgeted amount.

NOW THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes an increase in the budget for the Miscellaneous Expenses of \$500, from \$500 to \$1,000, with a corresponding decrease in the Contingency.

VOTE - AYES 4 NAYS 0. Councilman Ceratt abstained from voting

3. Port Bay Sewer District – Lynn said the project is on track and only a few more grinder pumps need to be installed but cannot until they find the Village of Wolcott water main, Lynn said the Village does not know where it is located. Lynn said the Village must slowly open the roads and find the main. Lynn said on Tomkins Pt. there is a vacant property that has a steep embankment that makes it difficult to access, the property owner would like a grinder pump installed for potential future building. Lynn said this property was not in the original bid from the contractor and due to the accessibility would have to have the grinder pump had dug, the hand dug pump would cost around 3x the money to install that the homeowner might have to pay for. Lynn said MRB is going to look at the legalities on the contract end of the agreement with the contractor before any decision can be made. Lynn spoke about a resident on Eagle Rd. that did not like that the sewer lateral connected to his neighbors and him ran through his property, Lynn said that this resident has signed an easement the lateral is owned by the Town and it will not be moved unless the resident would pay to do this. Lynn said he has not heard any information on the resident's on Roney Rd. that spoke to Zach about running a private water line.

4. Cleanup Day – The cleanup day is scheduled for June 13th, 2020, Lynn said he is going to ask residents to stay in their cars to ensure social distancing. There will be an advertisement in the paper with a modification of “No household garbage”.

5. Building Maintenance – Lynn said someone is going to look at the landscaping in front of the building that needs less maintenance than what is already there.

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

SUPERVISOR - (cont'd)

NEW BUSINESS –

1. Mary Anne received around \$7,000.00 from her JCAP Grant and would like to remodel the final room in the court room. She received one estimate around \$16,000.00, the Board Members left the table to go look at the room quickly. The Board decided that the estimate was too high for the work that needed to be done in the room and decided to table the discussion until the next meeting.

2. Derek spoke to the Board about policies he had looked into since the last meeting. The Procurement Policy was the one he brought to the Board tonight for everyone to look over and give suggestions/changes at the next board meeting. The Board briefly discussed different changes to the policy they would like.

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 June 16, 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 6:57 PM.

Respectfully submitted,

Jessica Freer

Town Clerk