

REGULAR MEETING  
WOLCOTT TOWN BOARD – NOVEMBER 14, 2023

A regular meeting of the Wolcott Town Board was held Tuesday, November 14, 2023, 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 – Jordan Brown  
Councilwoman – Julie Aldrich (ABSENT)

OTHERS PRESENT - Jessica Freer, Town Clerk; Amber Roberts, Assessor/Supervisor's Clerk; Ray Hauss, Code Enforcement Officer; Zach Decker, Highway Superintendent; Jack Whitaker, Wolcott; John Viele, Caretaker Fairmount Cemetery; Lori Furguson, Wolcott; Kara Chapin, Town Historian.

Copies presented to the Town Board:

1. Minutes of October 17, 2023 (Regular Meeting & Public Hearing)
2. General Fund Claims (Unaudited)
3. Highway Fund Claims (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 -

John Viele, Fairmount Cemetery – John came to ask the Town for financial assistance for the cemetery, John stated that he keeps the books, records, and arranges the mowing and trimming. John stated that he averages a cost of around \$3,000 for basic mowing and trimming for a year, he said they receive \$800 per year from a permanent fund, and some money from plot sales, burials, fundraising and his pursuit for donations. John is asking for \$2,000.00 from the Town, Amber stated that unfortunately our 2024 Budget has already been set, Zach proposed that the Highway Dept. takes over the mowing for the cemetery for 2024 then during budget time discuss appropriating funds for the cemetery in the 2025 Budget, everyone agreed with the decision and John said he would contact us next year during budget time.

John left the meeting at 6:13 PM

GENERAL BUSINESS – (cont'd)

GENERAL CORRESPONDENCE –

1. Email from Ron Tyler regarding questions and concerns about a property on Ingersoll Drive.
2. Packet from Association of Towns for newly elected officials.
3. Inspection receipt from NYS Agriculture & Markets for Gary Mettler, Dog Control Officer.
4. Notice to the Supervisor from US Department of the Interior, Fish and Wildlife Service regarding Costal Barrier Resources System (CBRS) to review draft boundaries and provide input.

A motion was made by Adam Ellis, seconded by Dan Youngman, to accept the minutes of October 17, 2023, departmental reports, and general correspondence.

VOTE - AYES 4 NAYS 0

ABSTRACT OF CLAIMS –

GENERAL ACCOUNT - Claims #310 thru #331 - total - \$80,059.01

HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$40,518.65

BLIND SODUS BAY SD ACCOUNT – Claim #1 – total - \$45,000.00.

PORT BAY WD ACCOUNT – Claim #1 – total - \$44,176.25.

WEST PORT BAY WD ACCOUNT – Claim #1 – total - \$1,764.87.

WATERS/RED CREEK RD WD ACCOUNT – Claim #1 – total - \$19,580.00.

A resolution was presented by Adam Ellis, moved by Dan Youngman, seconded by Jordan Brown “Be it RESOLVED to pay General, Highway, Blind Sodus Bay SD, Port Bay WD, West Port Bay WD, and Waters/Red Creek Rd WD account claims as presented.”

VOTE - AYES 4 NAYS 0.

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. RESOLUTION #60-23 TO AUTHORIZE BUDGET TRANSFERS –

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

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, bill have come in higher than were budgeted for;

NOW, THEREFORE, BE IT RESOLVED, to allow the Supervisor’s Clerk to make the following transfers to the line items in the 2023 Budget:

From Contingent – A1990.4 to Insurance – A1910.4 in the amount of \$1,040.83

From Contingent – A1990.4 to Retirement – A9010.8 in the amount of \$6,306.00

From Contingent – A1990.4 to Historian Contractual – A7510.4 in the amount of \$8.19

From Contingent – A1990.4 to Research Salt Barn – A8030.4 in the amount of \$2,200.00

From Contingent – B1990.4 to Code Enforcement Contractual – B3620.4 in the amount of \$147.08. VOTE - AYES 4 NAYS 0.

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

2. RESOLUTION #61-23 AMENDING OCTOBER 2023 GENERAL ABSTRACT DUE TO CLERICAL ERROR -

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

WHEREAS, the General abstract for October 2023 contained a claimant for Wayne County Water & Sewer Authority in the amount of \$182.50; and

WHEREAS, that amount was paid on the August 2023 Abstract and was added incorrectly on the October 2023 Abstract and the check needs to be voided; and

WHEREAS, the October 2023 General abstract total needs to reflect the removal of the amount of \$182.50 to the Wayne County Water & Sewer Authority;

NOW, THEREFORE, BE IT RESOLVED, to amend the October 2023 General abstract by deducting \$182.50 for a corrected total of \$8,738.97.

VOTE - AYES 4 NAYS 0.

HIGHWAY – Zach Decker

1. Highway is changing trucks over for winter.
2. There will be a resolution for the BridgeNY funds for next month regarding the Tellier Road Culvert.
3. The Highway Department still needs a salt shed.
4. Zach said he is going to order the mower he budgeted for soon.
5. Zach proposed to the Board that he would like Branden Rodas to start at full rate for the Highway Department starting January 1<sup>st</sup>, Zach spoke very highly of his capabilities of the job and think he deserves it, The Board asked when he would have begun being full rate, Zach said he had 6 months left.

A motion was made by Adam Ellis, seconded by Dan Youngman, to have Branden Rodas at the full rate as outlined in the Highway Union Contract starting January 1<sup>st</sup>, 2024.

VOTE - AYES 4 NAYS 0.

CODE ENFORCEMENT OFFICER – Ray Hauss

Special Permit Request – Robert Casper  
7828 South Maple Road  
Wolcott, NY 14590

Code Enforcement Officer, Ray Hauss, presented Special Permit Request #10-2023, which was brought before the Town Board October 17, 2023, at which time a negative impact was declared on the environment and signed by the Supervisor.

Request regarding Town of Wolcott Local Law #1-2000 502-C, states special permits are required to expand pre-existing structures on less than one acre of land in waterfront area. Robert would like to add a 12x26 and a 5x23 deck onto his cottage. Ray gave the information to our Board of Appeals, they voted unanimously to approve it on November 13, 2023.

CODE ENFORCEMENT OFFICER – (cont'd)

RESOLUTION #62-23 ROBERT CASPER SPECIAL PERMIT #10-2023 –

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

BE IT RESOLVED, that the Wolcott Town Board approved the request of Robert Casper at the recommendation of the local Board of Appeals to the Town Board.

VOTE - AYES 4 NAYS 0.

TOWN CLERK - Jessica Freer

1. The Town Hall will be closed November 22 - 24, for Thanksgiving, and will reopen Monday, November 27, 2023.

2. The Town Hall will be closed for Christmas & New Years, December 25<sup>th</sup> & 26<sup>th</sup>, 2023 and January 1<sup>st</sup>, 2024.

3. Jessica stated that during the inspection from NYS Department of Agriculture and Markets there needs to be an option for 24hr veterinary care for emergencies, Jessica stated she will look but finding one will be hard.

4. Jessica said she will be out of the office on Monday December 4, for a NYSTCA Regional Education Session about FOIL and Open Meetings Law topics and she will be gone the afternoon on December 13, for the Wayne County Town Clerks Luncheon in Ontario.

SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Land Use Code – Lynn said Brian at IDA is still working on the code.

2. Building Maintenance – The Board agrees about the vestibule and to inquire about the price for a window for the Town Clerks office for transactions, a motion needs to be made to approve the quoted amount and approve the down payment as well.

A motion was made by Dan Youngman, seconded by Jorden Brown, to accept the proposal from Eric Nurse for the construction of the vestibule in the front hall, and permission for the Supervisor's Clerk to pay the materials cost on the proposal.

VOTE - AYES 4 NAYS 0.

3. Handbook – We need an employee handbook, Lynn proposed that we wait until Julie is here to get started on that.

4. Blind Sodus Bay Water District – Lynn said he had a meeting recently with USDA, they would like to go to bid before they look at more funding for the project. Lynn said he has spoken with Marty about WCWSA doing the project and getting an estimate for USDA to accept to move the project forward.

5. Salt Barn – Were working with MRB and DEC on the project now for the WQIP Grant now. The money from Claudia Tenney won't arrive until after the New Years and upon approval of the 2024 Federal Budget.

6. Barrier Bar Status – The contractor for the project has access to the water, currently the Army Corps of Engineers and DEC have to approve the access first.

SUPERVISOR – (cont'd)

NEW BUSINESS –

1. Court records audit – Next month there will be a resolution to approve the records after they have been audited.

Privilege of the Floor –

1. Kara attended the meeting to speak to the Board about the conference she attended for Public Historians of New York State.

The next regular meeting of the Wolcott Town Board will be held December 19, 2023, at 6:00 PM at the Town Hall.

A motion was made by Dan Youngman, seconded by Jorden Brown, to adjourn the meeting at 6:53 PM.

Respectfully submitted,

Jessica Freer  
Town Clerk