

REGULAR MEETING
WOLCOTT TOWN BOARD - DECEMBER 15, 2020

A regular meeting of the Wolcott Town Board was held Tuesday, December 15, 2020, 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; Karli Starczewski, Assessor's Clerk, Paige Starczewski, 5835 Delf Dr., Wolcott; Dave Willard and Dave Doyle, MRB Group,

Copies presented to the Town Board:

1. Minutes of November 17, 2020 (Regular Meeting)
2. General Fund Claims (Unaudited)
3. Highway Fund Claims (Unaudited)
4. Port Bay SD Fund Claims (Unaudited)
5. Brown/Wadsworth Rd WD 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 -

MRB GROUP - MRB came to speak about the proposed Blind Sodus Bay Water District, MRB spoke about funding and different variables that will be involved with the project including estimated cost of the project, debt service cost, grant funding and timeline for project. MRB suggested that the Town compile a letter for homeowners where they would write/email back to Town describing the hardship and need for public water to try to get more funding before the deadline; Jessica said she would get the letter out in the next week. March 1st is the deadline for the Rural Development funding application.

RESOLUTION #69-20 AUTHORIZING THE SUPERVISOR TO SIGN PROPOSAL FOR PROFESSIONAL SERVICES FOR BLIND SODUS BAY WATER DISTRICT FROM MRB GROUP -

The following resolution was presented by Derek Ceratt, moved by Lori Furguson, seconded by Adam Ellis,

MRB GROUP - (cont'd)
RESOLUTION - (cont'd)

WHEREAS, Lynn received the proposal for Professional Services from MRB Group for the Blind Sodus Bay Water District Project at the end of Blind Sodus Bay Road; and
WHEREAS, the Town has decided going forward with this project is will greatly benefit residents in the proposed Blind Sodus Bay Water District; and

WHEREAS, the proposal needs to be signed by the Supervisor of the Town,
NOW, THEREFORE, BE IT RESOLVED, to authorize the Supervisor to sign the Proposal for Profession Services Agreement submitted by MRB Group for the Blind Sodus Bay Water District.
VOTE - AYES 5 NAYS 0 .

Dave Willard spoke briefly about Port Bay Sewer Project regarding closing costs and documents needed to finalize with contractors.

Dave Willard and Dave Doyle left the meeting at 6:31 PM

GENERAL BUSINESS -
GENERAL CORRESPONDENCE -

1. Letter from Art Williams requesting to be reappointed as Town Attorney for the 2021 year.

A motion was made by Adam Ellis, seconded by Lori Furguson, to accept the minutes of November 17, 2020, general correspondence and departmental reports.
VOTE - AYES 5 NAYS 0 .

ABSTRACT OF CLAIMS -

GENERAL ACCOUNT - Claims #394 thru #423 - total - \$5,843.15
HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - \$36,258.75
PORT BAY SD - Claims #71 thru #77- total - \$97,278.49
BROWN/WADSWORTH RD WD - Claim #21 - total - \$110.00

A resolution was presented by Lori Furguson, moved by Derek Ceratt, seconded by Dan Youngman "Be it RESOLVED to pay General, Highway, Port Bay SD and Brown/Wadsworth Rd WD account claims as presented." VOTE - AYES 5 NAYS 0 .

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. RESOLUTION #70-20 TO AUTHORIZE BUDGET TRANSFERS -

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

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

WHEREAS, the New York State Comptrollers 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 is being researched that was not in the 2020 Budget; and

WHEREAS, invoices came in higher than expected for certain necessary expenses; and

NOW, THEREFORE, BE IT RESOLVED, to allow the Supervisor's Clerk to make the following transfers to line items in the 2020 Budget.

From Refuse & Garbage - B8160.4 to Highway Garage - B5132.4 in the amount of \$928.60

From Refuse & Garbage - B8160.4 to Research - B8030.4 in the amount of \$1,156.75

VOTE - AYES 5 NAYS 0 .

HIGHWAY - Zach Decker

1. Zach said Mike Mulholland is staying on for 2 more years as it stands there is no need to hire a new highway employee.

2. Zach said the turnaround at Ingersoll Drive has a solution, the homeowner would approve of a "Snow Pushoff" with gates at the right of way. There will be some costs incurred by the Town to do this such as land survey and a written agreement drawn up by our Attorney.

3. Zach said he is still looking at the near future for a storage building at the Highway Department, he will need to wait until the State Budget is finished to see if funding is available for such projects.

4. The Highway Department is getting all petroleum products except gasoline through E&V, Zach said E&V is cheaper than State contracts by a small amount and many Towns have or are doing is also.

CODE ENFORCEMENT OFFICER - Don Camp

1. Don said he has completed his required 24 hours of training for NYS, he said he completed 35 hours.

2. Special Permit Request - Barbara Seils
40 Running Brook Lane
Rochester, NY 14626
Property Location - 8131 Robin Rd
Wolcott, NY 14590
75119-07-596968

Code Enforcement Officer, Don Camp, presented Special Permit Request #7-2020, which was brought before the Town Board November 17, 2020, at which time a negative impact was declared on the environment and signed by the Supervisor.

CODE ENFORCEMENT OFFICER - (cont'd)

Special Permit Request - (cont'd)

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. Barbara has requested to add a 2-story addition on the East side of her cottage for bedrooms at 8131 Robin Rd., Wolcott.

The County Planning Board was sent the packet, but they said it was a local matter. The permit was brought before the Board of Appeals on December 14, 2020, and they voted unanimously to approve the permit.

RESOLUTION #71-20 BARBARA SEILS SPECIAL PERMIT #7 -

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

Be it RESOLVED that the Wolcott Town Board approve the request of Barbara Seils and the recommendation of the local Board of Appeals to the Town Board."

VOTE - AYES 5 NAYS 0 .

3. Jack Whittaker would like to be appointed as an alternate to the Town of Wolcott Wayne County Planning Board Representative, Bob Milliman. Lynn said he will contact Wayne County Planning Board to see what can/cannot be done.

TOWN CLERK - Jessica Freer

1. Jessica said she has the 2021 Tax Bills in her office and is getting them ready to send out to residents'.

2. The Town Hall will be closed for Holidays on December 24th & 25th and at noon on December 31st.

3. Jessica has someone in her office working with her she started December 1st, Jessica said she will appoint her at the closeout meeting as her Deputy Clerk.

4. There is a new Retention & Disposition Schedule that came out for Local Governments records that the Town will need to adopt in order to manage and/or dispose of records.

RESOLUTION #72-20 RETENTION AND DISPOSITON SCHEDULE FOR NEW YORK LOCAL GOVERNMENT RECORDS (LGS-1) -

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

RESOLVED, By the Town Board of the Town of Wolcott that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

TOWN CLERK - (cont'd)

RESOLUTION - (cont'd)

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

VOTE - AYES 5 NAYS 0 .

SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Security System – Jessica will purchase a basic RING system at some point in the future and decide if it is a good fit and easy to use, if needed more can be added to the system as well.

2. Brown/Wadsworth Road Water District – Amber said there is still some paperwork that needs to be done to finalize the project.

3. Port Bay Sewer District – MRB briefly spoke about the project earlier, paperwork and final billing still needs to be done.

4. Policies – Lynn is working at the Emergency plan from the Governor.

5. Town Landfill – There have been calls regarding hunting on the property, Lynn says residents can hunt but with permission from the Town only. Old signage needs to be replaced throughout the property especially where it is being monitored.

NEW BUSINESS -

1. Town Landfill – There have been calls regarding hunting on the property, Lynn says residents can hunt but with permission from the Town only. Old signage needs to be replaced throughout the property especially where it is being monitored.

2. Closeout & Organizational Meeting Date – The meeting will be on December 29th at 6:00PM, Jessica will place an ad in the paper.

Privilege of the Floor was offered.

Executive Session -

A motion was made by Lori Furguson, seconded by Derek Ceratt to move into executive session at 6:53PM to discuss the current litigation.

VOTE - AYES 5 NAYS 0 .

Close Executive Session -

A motion was made by Adam Ellis, seconded by Lori Furguson, to close executive session at 7:22PM. VOTE - AYES 5 NAYS 0 .

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

A motion was made by Derek Ceratt, seconded by Lori Furguson, to adjourn the meeting at 7:23PM.

Respectfully submitted,

Jessica Freer

Town Clerk