REGULAR MEETING
WOLCOTT TOWN BOARD – SEPTEMBER 17, 2024

A regular meeting of the Wolcott Town Board was held Tuesday, September 17, 2024, 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 – Jorden Brown
Councilwoman – Julie Aldrich

OTHERS PRESENT - Jessica Freer, Town Clerk; Zach Decker, Highway Superintendent; Ray Hauss, Code Enforcement Officer; Amber Roberts, Assessor.

Privilege of the Floor Speaker – Mary Anjo.

Copies presented to the Town Board:
1. Minutes of August 20, 2024 (Regular Meeting)
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 –

GENERAL CORRESPONDENCE –

1. Letter from Wayne County Public Health regarding Annual Animal Control Officer meeting.

A motion was made by Adam Ellis, seconded by Julie Aldrich, to accept the minutes of August 20, 2024, departmental reports, and general correspondence.
VOTE – AYES__5__ NAYS__0__.

ABSTRACT OF CLAIMS –

GENERAL ACCOUNT - Claims #277 thru #306 - total - $15,246.55
HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - $153,269.67
BLIND SODUS BAY SD ACCOUNT – Claim #1 – total - $4,509.32

A resolution was presented by Jorden Brown, moved by Julie Aldrich, seconded by Adam Ellis "Be it RESOLVED to pay General, Highway and Blind Sodus Bay Sewer District account claims as presented." VOTE - AYES__5__ NAYS__0__.

ASSESSOR/SUPERVISOR'S CLERK - Amber Roberts

1. RESOLUTION #35-24 TO AUTHORIZE BUDGET TRANSFERS –

The following resolution was presented by Adam Ellis**,** moved by Jorden 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, there were expenditures that went over budget for Research and Code Enforcement;

NOW, THEREFORE, BE IT RESOLVED, to allow the Supervisor's Clerk to make the following transfers to the line items in the 2024 Budget:

From Contingent – A1990.4 to Research – A8030.4 in the amount of $1666.25.
From Contingent – B1990.4 to Code Enforcement Contractual – B3620.4 in the amount of $203.57.
VOTE - AYES __5__ NAYS __0__.

2. RESOLUTION #36-24 TO AUTHORIZE FUNDS TRANSFER FROM BLIND SODUS BAY CAPITAL ACCOUNT TO BLIND SODUS BAY OPERATING CHECKING ACCOUNT IN THE AMOUNT OF $4,509.32 –

The following resolution was presented by Julie Aldrich**,** moved by Adam Ellis, seconded by Dan Youngman,

WHEREAS, the Blind Sodus Bay Capital Account was created to pay for any repairs that were needed according to Wayne County Water & Sewer Authority to the Blind Sodus Bay Sewer District; and

WHEREAS, Wayne County Water & Sewer Authority has billed the Town for necessary capital improvement and E-1 pump repairs; and

WHEREAS, funds need to be transferred from the capital account to the operating account to pay for this bill,

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

RESOLUTION - (cont'd)

NOW, THEREFORE, BE IT RESOLVED, to allow the Supervisor's Clerk to make the following transfer from Blind Sodus Bay Capital to Blind Sodus Bay Operating Accounts to pay the claim submitted from Wayne County Water & Sewer Authority in the amount of $4,509.32.

VOTE - AYES __5__ NAYS __0__.

3. Amber spoke to Frank about our Town Insurance policy and asked for suggestions for budgeting purposes. Frank suggested we go with a shorter policy this year November 2024-August 2025 and then we will have the correct numbers before the budget is done next year.

A motion was made by Julie Aldrich, seconded by Adam Ellis to approve a shorter insurance policy for the 2024-2025 year for the purpose of having the correct numbers for the budget.

VOTE - AYES __5__ NAYS __0__.

HIGHWAY – Zach Decker

1. Fall Cleanup Day.
2. Finishing Highway Projects and getting ready for winter.
3. The Town needs a salt barn.
4. Zach will be attending Highway School.
5. There is a meeting to discuss the Tellier Road culvert project.

CODE ENFORCEMENT OFFICER – Ray Hauss

1. Special Permit Request – James Speigel
7827 Eagle Road
Wolcott, NY 14590
75119-11-668588

Code Enforcement Officer, Ray Hauss, presented Special Permit Request #3-2024, which was brought before the Town Board August 20, 2024, at which time a negative impact was declared on the environment and signed by the Supervisor.

Request regarding Town of Wolcott Special Permit Request #3-2024 James would like to build a 16 x 24 addition onto his cottage.

Ray gave the information to our Board of Appeals. The Board of Appeals approved the permit for James on September 9, 2024.

RESOLUTION #37-24 JAMES SPIEGEL SPECIAL PERMIT #3-2024 –

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

BE IT RESOLVED, that the Wolcott Town Board approves the request of James Spiegel at the recommendation of the local Board of Appeals to the Town Board.

VOTE - AYES __5__ NAYS __0__.

CODE ENFORCEMENT OFFICER – (cont'd)

RESOLUTION #38-24 AUTHORIZING THE SUPERVISOR TO SIGN NEGATIVE DECLARATION FOR A SHORT ENVIRONMENTAL QUALITY REVIEW (SEQR) FORM FOR GARY MORRISSETTE –

The following resolution was presented by Dan Youngman, moved by Julie Aldrich, seconded by Jorden Brown,

WHEREAS, Gary would like to build a new 24 x 24 house at his property on 7803 Eagle Road; and

WHEREAS; and Town of Wolcott Local Law #1-2000 502-C, states special permits are required because the dwelling is 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__5__ NAYS__0__.

TOWN CLERK - Jessica Freer

1. Training on September 16, 2024, in Celeron, NY

2. Town Hall closed Monday, October 14th for Columbus Day.

SUPERVISOR - Lynn Chatfield

OLD BUSINESS -

1. Building Maintenance – Jessica is getting quotes for the roof at the Town Hall.

2. Blind Sodus Bay Water District – Informational meeting held Monday, September 16, 2024.

3. Salt Barn –They are going with the original design of the barn.

SUPERVISOR – (cont'd)

NEW BUSINESS –

1. Lactation Policy –

A motion was made by Julie Aldrich seconded by Adam Ellis to approve the following Lactation Accommodation Policy for the Town of Wolcott.

VOTE - AYES__5__ NAYS__0__.

Town of Wolcott

LACTATION ACCOMMODATION POLICY

Purpose – The Town of Wolcott has established the following policy in compliance with NYS Labor Law Section 206-c and Section 7 of the Fair Labor Standards Act, which protects the rights of nursing mothers in the workplace. The Town of Wolcott provides a supportive environment where employees may express breast milk during work hours. Employees who choose to express breast milk in the workplace will not be discriminated against in any way.

Break Time – Employees, who are nursing mothers, shall be allowed paid break periods for thirty minutes, in addition to allowing the use of their meal and rest breaks for time in excess of thirty minutes, to express milk for a nursing child for up to three years following childbirth. The Town will provide this paid break each time the employee has a reasonable need to express breast milk (at least once every three hours if requested by the employee). Paid break periods may be taken under this policy during the employee's basic work schedule, as well as during any overtime or additional hours worked.

Location and Privacy - Each Department of the Town, upon the request of an employee who chooses to express breast milk, shall designate a room or location other than a restroom or toilet stall, close to the employee's workspace, or other location in close proximity to work so that nursing mother can express breastmilk or breastfeed in private. Once designated by the Employer, notice shall be given to all other employees at the work site of the designation and signage shall be used to clearly state when the room is in use for such purpose. The private, designated location must be sanitary, contain at a minimum a chair and a small table or other flat surface, be well-lit at all times and have a lock or a sign for when the location is in use to ensure privacy. The location must also have an electrical outlet. The designated location should be located near a sink with running water, if possible, so that employees can wash their hands and rinse out breast pump parts. Employees may also breastfeed or express breast milk in their own private offices or in other comfortable locations agreed upon with their supervisor. Employees can store their breast milk in the department's refrigerator, if one is available for purposes of storing expressed milk. An employee who makes use of her rights under this policy will be notified as to the location designated for this purpose. Any concerns regarding the particulars of the designated location should be brought to the attention of the Supervisor.

Notification – Before an employee returns from parental leave, the Department Head or designee will resend this Policy to the employee and request information from the employee regarding the need for a reasonable accommodation to express breastmilk at work. An employee wishing to avail herself of this paid break is required to give the Town advance notice, preferably prior to the employee's return to work following the birth of her child, to allow the Town an opportunity to establish a location and to schedule leave time for multiple employees, if needed. The Department Head will respond to the employee's request for a lactation accommodation no later than five business days from receipt of the employee's request. Copies of all documents will be forwarded to the Supervisor.

Non-Discrimination – The Town of Wolcott shall not threaten, penalize, or in any other manner discriminate or retaliate in any way against an employee who chooses to express breast milk in the workplace. Any actions on the part of any employee that would create a work environment that is hostile to the right of nursing mothers to take leave for the purpose of expressing breast milk is strictly prohibited.

SUPERVISOR – (cont'd)

NEW BUSINESS –

2. 2025 Tentative Budget - Amber filed the Tentative Budget with the Town Clerk and copies were handed out to the Board. Amber asked the Board members to review for the Workshop. The date of the Budget Workshop will be Monday, September 23rd, 2024, at 6:00 PM at the Town Hall.

Privilege of the floor Speaker – Mary Anjo

Mary introduced herself to the Board, she spoke about Huron Day on September 21, 2024, and said she is going to be the president of the Forever Young Seniors. She said that the Town had previously given money to the organization but stopped a few years ago. The Board explained why the funding had stopped to Mary and thanked her for coming to introduce herself and speak with the Board.

Executive Session – Jessica called an executive session with the Town Board and Department Heads

A motion was made by Julie Aldrich, seconded by Adam Ellis to move into executive session at 6:39 PM for matters relating to the employment history of the Town Clerk.

VOTE - AYES__5__ NAYS__0__.

Close Executive Session -

A motion was made by Adam Ellis seconded by Jorden Brown to close executive session at 6:57 PM. VOTE - AYES__5__NAYS__0__.

The next regular meeting of the Wolcott Town Board will be held October 15, 2024, at 6:00 PM at the Town Hall.

A motion was made by Adam Ellis, seconded by Dan Youngman, to adjourn the meeting at 6:58 PM.

Respectfully submitted,

Jessica Freer
Town Clerk