REGULAR MEETING
WOLCOTT TOWN BOARD – JUNE 17, 2025

A regular meeting of the Wolcott Town Board was held Tuesday, June 17, 2025, at 6:00 PM at the Town Hall with the following people present:

PRESENT - Supervisor - Lynn Chatfield
Councilman – Adam Ellis
Councilman - Daniel Youngman
Councilwoman – Julie Aldrich
Councilwoman – Cindee Meiden

OTHERS PRESENT - Jessica Freer, Town Clerk; Ray Hauss, Code Enforcement Officer; Amber Roberts, Assessor/Bookkeeper; Zach Decker, Highway Superintendent; Kelsey Roberts, Assessor's Clerk; Chris Bauer, Deputy Highway Superintendent.

Copies presented to the Town Board:
1. Minutes of May 20, 2025
2. General Fund Claims
3. Highway Fund Claims

The Supervisor's, Town Clerk's, Justices, and Code Enforcement Officer's reports were presented to the Town Board.

Supervisor Chatfield called the meeting to order at 6:00 PM.

Pledge of Allegiance –

GENERAL BUSINESS –

PRIVELEGE OF THE FLOOR WAS OFFERED.

GENERAL CORRESPONDENCE – There was no correspondence.

A motion was made by Adam Ellis, seconded by Dan Youngman, to accept the minutes of May 20, 2025, and departmental reports.
VOTE – AYES__5__NAYS__0__.

ABSTRACT OF CLAIMS –

GENERAL ACCOUNT - Claims #178 thru #211 - total - $29,422.04
HIGHWAY ACCOUNT - DA Town wide & DB Outside - total - $38,597.56

A resolution was presented by Adam Ellis, moved by Dan Youngman, seconded by Julie Aldrich "Be it RESOLVED to pay General and Highway Abstracts."
VOTE - AYES__5__ NAYS__0__.

ASSESSOR/SUPERVISOR'S CLERK – Amber Roberts

RESOLUTION #24-25 TO AUTHORIZE BUDGET TRANSFERS –

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

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;

NOW, THEREFORE, BE IT RESOLVED, to allow the Supervisor's Clerk to make the following transfers to the line items in the 2025 Budget:

From Contingent – A1990.4 to Research (Salt Barn) – A8030.4 in the amount of $2,646.50

VOTE - AYES__5__ NAYS__0__.

HIGHWAY – Zach Decker

1. A salt barn is still needed.
2. There is an intern that was hired at the Highway Department.
3. Sunnking picked up a load of electronics.

CODE ENFORCEMENT OFFICER – Ray Hauss

1. RESOLUTION #25-25 AUTHORIZING THE SUPERVISOR TO SIGN NEGATIVE DECLARATION FOR A SHORT ENVIRONMENTAL QUALITY REVIEW (SEQR) FORM FOR DON PAYNE –

The following resolution was presented by Julie Aldrich, moved by Dan Youngman, seconded by Cindee Meiden,

WHEREAS, Don would like to add on a deck facing the water; L- shaped to his property at 8339 East Port Bay 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__.

2. RESOLUTION #26-25 AUTHORIZING THE SUPERVISOR TO SIGN NEGATIVE DECLARATION FOR A SHORT ENVIRONMENTAL QUALITY REVIEW (SEQR) FORM FOR GARLAN FLETCHER –

The following resolution was presented by Dan Youngman, moved by Julie Aldrich, seconded by Cindee Meiden,

WHEREAS, Garlan would like to build a deck on the west side of his house;12ft x15ft to his property on 7755 Dove 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__.

3. Special Permit Request – Garlan Fletcher
7785 Dove Road
Wolcott, NY 14590
75119-11-686534

Code Enforcement Officer, Ray Hauss, presented Special Permit Request for Garlan Fletcher, which was brought before the Town Board June 17th, 2025, at which time a negative impact was declared on the environment and signed by the Supervisor.

Request regarding Town of Wolcott Special Permit Request, Garlan would like to add a deck onto the west side of on his property.

Ray gave the information to our Board of Appeals. The Board of Appeals approved the permit for Garlan on June 9th, 2025.

RESOLUTION #27-25 GARLAN FLETCHER SPECIAL PERMIT–

The following resolution was presented by Adam Ellis, moved by Cindee Meiden, seconded by Julie Aldrich,

BE IT RESOLVED, that the Wolcott Town Board approve the request of Garlan Fletcher on the recommendation of the local Board of Appeals to the Town Board.

VOTE - AYES __5__ NAYS __0__.

4. Ray interviewed a Code Enforcement clerk to assist with daily operations and logistics of septic dye testing and would like the Board to appoint Laura Mosher to the position. Laura would work 9 hours a week at a rate of $17.00 per hour; her employment would only run through September or October of 2025.
A motion was made by Cindee Meiden, seconded by Adam Ellis to appoint Laura Mosher to the position of Code Enforcement Clerk at a rate of $17.00 per hour.
VOTE - AYES__5__ NAYS__0__.

TOWN CLERK - Jessica Freer

1. Town Hall will be closed Thursday, July 3rd for Independence Day.

SUPERVISOR - Lynn Chatfield

OLD BUSINESS –

1. Spring Cleanup Day was successful.

NEW BUSINESS –

1. Salt Barn –

RESOLUTION #28-25 SEQR - INTENT TO DECLARE LEAD AGENCY STATUS –

Adam Ellis moved the adoption of the following Resolution, which was seconded by Julie Aldrich , and carried unanimously.

WHEREAS, since the impacts of a proposed Hazard Mitigation Facility ("Project") are of primarily local significance, it is likely that the Town Board will serve as Lead Agency and, accordingly, the Town Board has caused to be prepared an Environmental Assessment of the significance of and the potential environmental impacts of the proposed Project.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Wolcott, Wayne County, New York, as follows:

RESOLVED, that in accordance with the New York State Environmental Quality Review (SEQR) regulations, the Town Board of the Town of Wolcott hereby announces its intention to serve as Lead Agency to conduct an environmental review of the Project. The proposed Action involves the construction of an approximately 17,000 square foot new salt storage facility that will be shared by the Town of Wolcott, Village of Red Creek, North Rose-Wolcott Central School District, and the Red Creek Central School District. The facility will provide storage for salt, sand, and various pieces of equipment to be used by all parties. An open-air lean to and conditioned garage space will also be directly attached to the facility. The Project will include the construction of the facility, utilities, site work including excavation, earth work, drainage and storm water management facilities, pavement, a new generator for the entire highway department campus, associated electrical work, and demolition of the existing salt barn; and be it

FURTHER RESOLVED, that the Town Board has determined that the proposed Action is a Type I action as defined under SEQR; and be it

FURTHER RESOLVED, that the Town Board has commissioned MRB Group Engineering, Architecture & Surveying, DPC to prepare Part 1 of the Full Environmental Assessment Form regarding this Project; and be it

FURTHER RESOLVED, the Town Board will notify the Involved Agencies of its intention to act as Lead Agency for this Project and will provide each Involved Agency with a copy of the completed Part 1 of the Full Environmental Assessment Form for review during the 30-day comment period.

The question of the adoption of the foregoing SEQR Resolution was duly put to a vote on roll call, which resulted as follows:

Lynn Chatfield, Town Supervisor	**VOTING: YES**
Adam Ellis, Councilmember	**VOTING: YES**
Daniel Youngman, Councilmember	**VOTING: YES**
Julie Aldrich, Councilmember	**VOTING: YES**
Cindee Meiden, Councilmember	**VOTING: YES**

The Resolution was thereupon declared duly adopted.

2. NYMIR – a NYMIR representative came last week and suggested the Town adopt a Prior Written Notice local law.
3. Town Clerk – Lynn asked to think about suggestions and ideas to what the Board would like to do as the Town Clerk will be resigning at the end of the year.

4. Blind Sodus Bay WD –

RESOLUTION #29-25 ACCEPTING PRICE PROPOSAL
FOR OWNER CONSTRUCTION WORK
WOLCOTT BLIND SODUS BAY WATER DISTRICT

PRESENT: Lynn Chatfield, Supervisor
Adam Ellis, Councilman
Julie Aldrich, Councilwoman
Cindee Meiden, Councilwoman
Daniel Youngman, Councilman
ABSENT: None

The following Resolution was offered by Adam Ellis, who moved its adoption, seconded by Cindee Meiden, to wit:

WHEREAS, USDA-Rural Development ("RD") authorized the Town of Wolcott ("Town") to seek a price proposal (the "Price Proposal") for Owner Construction via the Wayne County Water and Sewer Authority ("WCWSA") for Wolcott Blind Sodus Bay Water District (the "Project"), in accordance with the design plans prepared by the Project Engineer (MRB Group), and a Cooperative Agreement to be executed between the Town and WCWSA; and

WHEREAS, WCWSA submitted a Price Proposal to the Town for construction of the Project for a cost of $2,540,880.00, on a unit price basis; and

WHEREAS, RD subsequently reviewed the Price Proposal and concurred in the WCWSA performing the Owner Construction Work via Cooperative Agreement, contingent upon availability of funds and completion of all other processing issues.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Wolcott, Wayne County, New York as follows:

Section 1. The Town Board hereby accepts the WCWSA Price Proposal for Owner Construction of the Project for the total cost of $2,540,880.00, subject to unit prices.

Section 2. The Supervisor of the Town of Wolcott is hereby authorized to execute the Cooperative Agreement, the Notice of Award and the formal Construction Agreement for the Project.

Section 3. This Resolution shall take effect immediately.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Lynn Chatfield	Voting: YES
Adam Ellis	Voting: YES
Julie Aldrich	Voting: YES
Cindee Meiden	Voting: YES
Daniel Youngman	Voting: YES

The Resolution was thereupon declared duly adopted.

5. Town Caucus will be June 25th, 6pm at the Highway Barns.

The next regular meeting of the Wolcott Town Board will be held July 15, 2025, at 6:00 PM at the Town Hall.

A motion was made by Julie Aldrich, seconded by Cindee Meiden to adjourn the meeting at 6:22 PM.

Respectfully submitted,

Jessica Freer
Town Clerk