TOWN OF WOLCOTT
REGULAR MEETING MINUTES
WOLCOTT TOWN BOARD
April 21, 2026

A regular meeting of the Wolcott Town Board was held Tuesday, April 21, 2026, at 6:00 PM at the Town Hall.

Present:
Supervisor Lynn Chatfield
Councilman Adam Ellis, Jr.
Councilman Daniel Youngman
Councilwoman Cindee Mieden
Councilwoman Julie Aldrich

Others Present:
Jesse Chatfield, Town Clerk; Amber Roberts, Supervisor's Assistant; Kelsey Roberts, Assessor; Zach Decker, Highway Superintendent; Ray Hauss, Code Enforcement Officer; and members of the public.

Supervisor Chatfield called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited.

Prior to the regular order of business, an amendment was noted to the Highway Fund Claims amount. The correct Highway Fund Claims amount is $39,017.36.

Privilege of the Floor

Jody Tyler addressed the Board regarding the fire-damaged property on East Port Bay Road. Concerns were raised regarding debris, odor, and cleanup procedures. Code Enforcement Officer Ray Hauss explained the legal notification process and next procedural steps.

Lori Ferguson addressed the Board regarding drainage and runoff concerns associated with a proposed special permit project on North Maple Road. Discussion followed regarding drainage swales, stormwater runoff, and proposed mitigation measures.

General Correspondence

A thank-you note was received from Operation Healthy Pets regarding the Town's donation to assist with spaying and neutering feral cats.

Supervisor Chatfield also reported signing a letter of support for the Wayne County Water and Sewer Authority planning grant application.

A motion was made by Dan Youngman, seconded by Cindee Mieden, to accept the minutes of March 17, 2026, departmental reports, and general correspondence.
Vote: Ayes 4, Nays 0. Motion carried.

Abstract of Claims

General Fund Claims #100 through #141: $21,981.70
Highway Fund Claims: $39,017.36
Blind Sodus Bay Water District: $5,513.75

A motion was made by Dan Youngman, seconded by Cindee Mieden, to pay the claims as presented.
Vote: Ayes 4, Nays 0. Motion carried.

Supervisor – Lynn Chatfield

MRB Group Design Through Bidding Proposal

A motion was made by Julie Aldrich, seconded by Dan Youngman, to accept MRB Group's Design through Bidding proposal for the Salt Barn project.
Vote: Ayes 4, Nays 0. Motion carried.

Resolution No. 014-26 – Tellier Road over Wolcott Creek Culvert Project

The Town Board authorized the Supervisor to execute Supplemental Agreement No. 1 with the New York State Department of Transportation for PIN 4BNY71.
Vote: Ayes 4, Nays 0. Resolution adopted.

Supervisor's Assistant – Amber Roberts

Amber Roberts reported on Blind Sodus Bay Water District closing documents and funding options for the Salt Barn project, expected to cost approximately $2.6 million.

Assessor – Kelsey Roberts

The Tentative Assessment Roll has been submitted. The inventory advertisement has been placed, and a correction to a prior resolution date was noted.

Code Enforcement Officer – Ray Hauss

Discussion was held regarding the Terri Smith special permit application at 7863 North Maple Road, including drainage concerns and stormwater management plans.

Resolution No. 012-26 Authorizing the Supervisor to Sign a Negative Declaration for SEQR was approved.
Vote: Ayes 4, Nays 0. Resolution adopted.

Town Clerk – Jesse Chatfield

Monthly activity included:
- 21 dog licenses
- 1 marriage
- 11 permits
- Total collected: $1,946.30

The Town Clerk also reported completion of tax collection season, updates regarding notary approvals, and a change in dog licensing renewal law.

Highway Superintendent – Zach Decker

Mr. Decker provided updates regarding CDL training, staffing, equipment repairs, road washouts, and the Tellier Road culvert project.

Discussion was also held regarding fire scene demolition procedures and liability concerns involving Highway Department equipment.

Old Business

- Wolcott Cleanup Day scheduled for June 6, 2026
- Building maintenance updates discussed
- Weed harvesting contract discussion tabled pending additional information

New Business

Dan Youngman will discuss fire department policy regarding Highway Department equipment use at fire scenes.

The next regular meeting of the Wolcott Town Board will be held May 19, 2026, at 6:00 PM at the Town Hall.

A motion was made by Adam Ellis, seconded by Cindee Mieden, to adjourn the meeting at 6:40 PM.
Vote: Ayes 4, Nays 0. Motion carried.

Respectfully submitted,

Jesse Chatfield
Town Clerk