TOWN OF WOLCOTT

TOWN BOARD MEETING MINUTES

June 16, 2026

A regular meeting of the Wolcott Town Board was held on Tuesday, June 16, 2026, at 6:00 p.m. at the Wolcott Town Hall.

PRESENT

Lynn Chatfield, Town Supervisor
Adam Ellis, Councilman
Cindee Mieden, Councilwoman

ABSENT

Julie Aldrich, Councilwoman
Daniel Youngman, Councilman

OTHERS PRESENT

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

CALL TO ORDER

Supervisor Lynn Chatfield called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

APPROVAL OF MINUTES AND DEPARTMENTAL REPORTS

A motion was made by Councilman Adam Ellis, seconded by Councilwoman Cindee Mieden, to approve the minutes of the May 19, 2026 meeting and to accept the Supervisor's, Town Clerk's, Justices', and Code Enforcement Officer's reports as presented.

AYES: 3 NAYS: 0

ABSTRACT OF CLAIMS

General Fund: Claims No. 97 through No. 133 — $15,774.18
Highway Fund (DA Town-Wide and DB Outside town) — $45,930.54
Blind Sodus Bay Water District: Claims No. 001 through No. 002 — $17,496.58
Salt Barn Account (A8030.4) — $18,764.40

A resolution was presented by Councilman Adam Ellis, moved by Councilwoman Cindee Mieden, and seconded by Supervisor Lynn Chatfield, resolving to pay the General Fund, Highway Fund, Salt Barn, and Blind Sodus Bay Water District claims as presented.

AYES: 3 NAYS: 0

PRIVILEGE OF THE FLOOR

No formal comments were recorded under Privilege of the Floor.

ASSESSOR — KELSEY ROBERTS

Assessor Kelsey Roberts reported that the Notice of Completion of the Final Assessment Roll would be published on July 1, 2026, and filed with Wayne County. The Board also recognized that Ms. Roberts had completed the required coursework and was fully certified.

SUPERVISOR'S ASSISTANT — AMBER ROBERTS

Amber Roberts reviewed the need for a budget transfer from the Contingent Account to the Salt Barn contractual account, an office ventilation proposal, a mid-year health insurance rate increase, a correction to Abstract No. 016, and the need for an executive session concerning personnel matters.

A motion was made by Councilman Adam Ellis, seconded by Councilwoman Cindee Mieden, to accept the Potter Heating & Cooling proposal in the amount of $1,499.04 to install ventilation in the office.

AYES: 3 NAYS: 0

The Board was advised that the Wayne County Healthcare Trust would impose a 21.5% mid-year premium increase beginning in August 2026. Future budget transfers may be necessary to address the additional cost.

The Board also discussed the Town's 2025 local law opting out of the real property tax exemption for certain energy systems. The Town was not shown on the applicable State list. The Town Clerk and Supervisor's Assistant will research whether the previously adopted local law may still be filed or whether it must be readopted and resubmitted.

RESOLUTION NO. 021-26
AUTHORIZING A BUDGET TRANSFER FOR SALT BARN CONTINGENT EXPENSE

The following resolution was presented by Councilwoman Cindee Mieden, moved by Councilman Adam Ellis, and seconded by Supervisor Lynn Chatfield:

WHEREAS, the Town Board of the Town of Wolcott has determined that additional funds are needed in the Salt Barn contractual account to cover contingent expenses related to the Salt Barn project; and

WHEREAS, funds are available in Account A1990.4, Contingent Account; and

WHEREAS, the Town Board desires to transfer funds from said Contingent Account to the Salt Barn contractual account;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Wolcott hereby authorizes the transfer of $17,142.37 from Account A1990.4, Contingent Account, to Account A8030.4, Salt Barn Contractual; and

BE IT FURTHER RESOLVED, that the Town Supervisor and/or appropriate fiscal officer is authorized to make the necessary budget entries and adjustments to complete this transfer.

VOTE — AYES: 3 NAYS: 0

RESOLUTION NO. 019-26
AUTHORIZING CORRECTION AND AMENDMENT TO ABSTRACT NO. 016

The following resolution was presented by Councilman Adam Ellis, moved by Councilwoman Cindee Mieden, and seconded by Supervisor Lynn Chatfield:

WHEREAS, the Town Board previously audited and approved Abstract No. 016 at its meeting held on May 19, 2026; and

WHEREAS, upon further review, it was determined that a claim payable to the Wayne County Water and Sewer Authority from the Blind Sodus Bay Water District Fund was underpaid and requires correction; and

WHEREAS, the amount originally approved was $25,107.22, the correct amount was $131,072.81, and the additional amount due was $105,965.59;

NOW, THEREFORE, BE IT RESOLVED, that Abstract No. 016 is hereby corrected and amended to authorize the additional payment of $105,965.59 to the Wayne County Water and Sewer Authority from the Blind Sodus Bay Water District Fund, resulting in a corrected total approved amount of $131,072.81; and

BE IT FURTHER RESOLVED, that the Town Supervisor, Town Clerk, and Bookkeeper are authorized to make the necessary payment, journal entry, voucher correction, and/or accounting adjustment consistent with this resolution.

VOTE — AYES: 3 NAYS: 0

TOWN CLERK — JESSE CHATFIELD

Town Clerk Jesse Chatfield reported issuing 27 dog licenses, 11 building permits, and two marriage licenses, with total receipts of $1,347.00 for the month.

The Town Clerk reported continuing service and email issues with Spectrum and stated that options, including possible use of .gov email addresses, would be explored.

The Town Clerk also reported that the Town should maintain a consolidated local law book so that all adopted local laws are organized and available in one location. The Clerk will work with the Supervisor's Assistant to gather and review the Town's local laws and related filing requirements.

HIGHWAY DEPARTMENT — ZACH DECKER

Highway Superintendent Zach Decker reported that the annual cleanup was successful and required one additional dumpster. The Highway Department had transitioned to summer work and was short one full-time employee.

The Board discussed updated funding for the Tellier Road over Wolcott Creek Culvert Project and the need to replace the amount previously authorized by Resolution No. 18-26. The Board also discussed communication issues with the project engineer and agreed to seek guidance regarding how best to proceed with the engineering contract.

RESOLUTION NO. 020-26

AUTHORIZING A BUDGET AMENDMENT FOR THE TELLIER ROAD CULVERT PROJECT (PIN 4BNY71)

The following resolution was presented by Councilwoman Cindee Mieden, moved by Councilman Adam Ellis, and seconded by Supervisor Lynn Chatfield:

WHEREAS, the Town of Wolcott is participating in the Tellier Road over Wolcott Creek Culvert Project, identified by the New York State Department of Transportation as PIN 4BNY71; and

WHEREAS, the Town will receive reimbursement funding from the New York State Department of Transportation for eligible project expenses; and

WHEREAS, it is necessary to amend the 2026 Highway Fund Budget to recognize the receipt of these funds and appropriate corresponding project expenditures;

NOW, THEREFORE, BE IT RESOLVED, that Resolution No. 18-26 is hereby rescinded and replaced; and

BE IT FURTHER RESOLVED, that the 2026 Highway Fund Budget is amended by increasing Revenue Account DB3789, State Aid — Transportation Projects, by $354,238.00 and increasing Appropriation Account DB9950.9, Transfer to Capital Projects Fund/Capital Expenditures, by $354,238.00; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

VOTE — AYES: 3 NAYS: 0

CODE ENFORCEMENT — RAY HAUSS

Code Enforcement Officer Ray Hauss reported that the East Port Bay Road property matter was scheduled for court on July 16, 2026, after being adjourned because the property owner's attorney was unavailable in June.

Mr. Hauss also reported on the Naioti property matter. The occupant had been given 30 days to vacate. Once the property is vacated, arrangements will be made for the Code Enforcement Officer to conduct an inspection.

OLD BUSINESS

The Board discussed the following matters:

- The snow stop/roof issue at the Town Hall will be repaired.
- The office ventilation proposal was approved earlier in the meeting.

- The intermunicipal agreement among the Town of Wolcott, Red Creek Central School District, and North Rose-Wolcott Central School District concerning the Salt Barn project had been reviewed by counsel. Questions remained concerning repayment timing and utility billing. Supervisor Chatfield will contact Dave Doyle to arrange further discussion, and the matter will return to the Board.
- The LaBella contract for the Tellier Road Culvert Project will be forwarded for review so the project may continue.
- The 2026 weed harvesting contract had been signed and submitted. Access through Holiday Harbor and work in Blind Sodus Bay and tributary areas were discussed. The work is intended to address invasive species.

EXECUTIVE SESSION

A motion was made by Councilman Adam Ellis, seconded by Councilwoman Cindee Mieden, to enter executive session at 6:29 p.m. to discuss two personnel matters. The Town Board and Highway Superintendent Zach Decker were invited to attend.

AYES: 3 NAYS: 0

The Board returned to regular session at 6:45 p.m. No action was reported following the executive session.

NEXT MEETING

The next regular meeting of the Wolcott Town Board will be held on Tuesday, July 21, 2026, at 6:00 p.m. at the Wolcott Town Hall.

ADJOURNMENT

A motion was made by Councilman Adam Ellis, seconded by Councilwoman Cindee Mieden, to adjourn the meeting at 6:47 p.m.

AYES: 3 NAYS: 0

Respectfully submitted,

Jesse Chatfield
Town Clerk