

MINUTES  
TOWN OF WARSAW  
JUNE 14, 2023

Supervisor Ryan calls the meeting to order at 6:00 p.m. at the Warsaw Town Office located at 83 Center Street Warsaw, NY 14569 at which time and place the following were:

PRESENT:

Supervisor:	Rebecca Ryan
Councilman:	Chris Lonneville
Councilwoman:	Dave Mateer
Councilman:	Steve Perkins
Councilman:	Travis Jones

ALSO PRESENT:

Cem. Treasurer:	Gail Royce
Historian:	Sally Smith
Town Clerk:	Cathy Smith
Zoning Officer:	Dan Hurlburt
Hwy. Superintendent:	Jeff Royce
Town Attorney:	Dave DiMatteo
Cemetery member:	Jeannie Yencer
Cemetery member:	Tom Mast
Cemetery member:	Margaret Zeches

GUESTS:

County Historian:	Cindy Amrhein
Community Bank:	Tony Lanza
Community Bank:	Heather Aldrich

Pledge of Allegiance

Tony Lanza and Heather Aldrich of Community Bank presented to the board their services. Mr. Lanza has 30 years of service and represents Buffalo, Rochester and west Syracuse. Heather Aldrich worked for Five Star bank for 19 years then went on to work for Steuben Trust which is now Community Bank. She has been with them for 4 years. Community Bank has been around since the 1850's with 150 New York based branches and are headquartered in New England. Current assets are 16.5 billion. They match NYCLASS interest rates and adjust the rate 2 times a month. Credit card payments are offered through Elavon with a 3% fee passed on to the customer. Tax collection and check scanning are also available. Literature was handed out for review.

Library update was given by Travis Jones. Lindsay Yoder of Bero Architecture will be doing a site visit on the 20<sup>th</sup>. Mr. Jones handed out a Clerk of the Works job description. The 20<sup>th</sup> Summer Reading Program has started. There are many online events.

Chris Lonneville asked if the Clerk of the Works description would be defined with the contract. Travis Jones answered that he could make it more specific. Steve Perkins added that more specifics are needed but it is a good starting point. Chris Lonneville noted that it needs to be reviewed and to come back with more specifics at the July meeting.

Attorney DiMatteo noted that site specific drawings should be available by the next board meeting. Would use Hodgdon Russ for the bond resolution and would like a more specific dollar amount from Bero Architecture outside of the \$1.1 million dollars. We can always ask for more and take less. Attorney DiMatteo asked for the Clerk of the Works description to be emailed to him and stated that the person coming on board needs to adhere to the Town policies.

A motion was made by Dave Mateer and seconded by Steve Perkins to approve the Airport vouchers as presented. Ayes: 5, Nays: 0, Absent/Abstain: 0

Airport report was given by Steve Perkins. The fence needs to be repaired. There is grant funding available for lighting and the fuel system. The fuel project would cost \$31,000 for each the Town of Perry and the Town of Warsaw. \$839,000 was asked for and the project would take place sometime in June 2024 at the cost of \$21,000 for each the Town of Perry and the Town of Warsaw. Supervisor Ryan added that she just heard that the Airport did not get the grant for lighting. Steve Perkins added that lease agreements are being reviewed and are looking at revisions for the tenants.

A motion was made by Steve Perkins and seconded by Chris Lonneville to approve the minutes of May 10, 2023. Ayes: 5, Nays: 0, Absent/Abstain: 0

A motion was made by Chris Lonneville and seconded by Dave Mateer to approve the Special Meeting minutes of May 22, 2023. Ayes: 5, Nays: 0, Absent/Abstain: 0

A motion was made by Travis Jones and seconded by Steve Perkins to approve the monthly report. It was noted that percentage had not been added to the report as requested. Steve Perkins said that there was room for it. Supervisor Ryan noted that Calamar and NYMS will be removed from the report starting next month. Supervisor Ryan will speak to Ashley about the percentage and getting the reports earlier. Ayes: 5, Nays: 0, Absent/Abstain: 0

A motion was made by Chris Lonneville and seconded by Dave Mateer to approve the Supervisors report. Chris Lonneville requested that the reports be received before the meeting to allow time for review. Ayes:5, Nays: 0, Absent/Abstain: 0

A motion was made by Dave Mateer and seconded by Travis Jones to approve the vouchers as presented. Ayes: 5, Nays: 0, Absent/Abstain: 0

Historian report was given by Sally Smith. Has been busy helping out of town and state locate their family grave sites. The Fireman's Carnival runs from July 01- July 04. They are in need of help. If interested contact the Fire Department.

Supervisor Ryan added that the Town received older maps that were located in the basement of the old Town building. One Town map is dated 1934 and is good shape. The others appear to be of the Village and are rolled and fragile.

Attorney DiMatteo addressed the board regarding the Cemetery. He is looking for direction to proceed with a historical map, which is just that a historical map or to have John Gillen do a true survey that will cost a minimum of \$3,500. Attorney DiMatteo added that google earth shows definite encroachments. There is a Liberty Street property with a large backyard. Part of that backyard is the Cemeteries.

Chris Lonneville asked that since we are going through the process can a historical map be done then do the survey. Attorney DiMatteo stated that the Cemetery Association can delineate and authorize. Chris Lonneville asked if there could be litigations. Attorney DiMatteo answered no, not if done by affidavits.

Steve Perkins asked to see the encroachments. County Historian provided several historical maps noting that there were several small pieces. Attorney DiMatteo added that the conveyance should be as clean as possible since we are using the tax payer's money.

Dave Mateer added that we don't want to be penny wise and a pound foolish. He feels like we should do the survey. Supervisor Ryan adds that she feels we should do the survey as well. Steve Perkins agreed and appreciates the information that has provided to the board in the past few months. We need to do this right and clean. A motion was made by Steve Perkins and seconded by Chris Lonneville to go forward with the survey. Ayes: 5, Nays: 0, Absent/Abstain: 0

Attorney DiMatteo said that the town will accept the deed from the cemetery. Supervisor Ryan added that she would like a resolution in the record. Attorney DiMatteo will prepare the resolution. Chris Lonneville wanted to add that at the time of accepting the conveyance that the encroachment needs to be addressed. Attorney DiMatteo will send a letter with the understanding that they do not own the land but maintain it.

Cemetery Treasurer Gail Royce asked how were they going to go forward with mowing of the cemetery? The insurance is liability \$892 annually. Supervisor Ryan noted that we should be able to add as a rider under the Town policy when the Town takes it over. Chris Lonneville answered that the highway guys are going to mow the cemetery for the remainder of the year. Supervisor Ryan adds that, if need be, we could hire a seasonal person. Steve Perkins thought that with the highway guys mowing it would be a way to acquire some good information.

Supervisor Ryan thanked the association for hanging in and doing all that they have done.

Clerk report was given by Cathy Smith. New printer/fax machine has been delivered; computers have not been ordered. BAS needs to be updated but I have not been able to coordinate with IT. There are new reports for marriages to include the number of military active. There have been many questions regarding The One Day Marriage Officiant Application. Many answers have been given from the NYS Vitals, BAS and AOT. The answers vary.

A motion was made by Steve Perkins and seconded by Travis Jones to approve the Clerks report. Ayes: 5, Nays: 0, Absent/Abstain: 0

Zoning report was given by Dan Hurlburt in Bob Martins absence. Mr. Hurlburt has addressed several phone calls pertaining to permits. Have received 2 of the 3 trailer park renewal applications. A motion was made by Dave Mateer and seconded by Travis Jones to appoint Dan Hurlburt as the Zoning Officer until 12-31-2023. Ayes: 5, Nays: 0, Absent/Abstain: 0

Supervisor Ryan added that she received an email from Tim McMaster pertaining to redirecting the water from Wilder Road. This is the 3<sup>rd</sup> discussion with Mr. McMaster in which he was told that the town could not do that.

Attorney DiMatteo advised the board that in time there will be applications coming for renewable energy. Per executive law 94C once they make a request there must be a pre application meeting. Mr. DiMatteo is to be notified and an engineer will be needed. If the project is over 25 megawatts, then it is done at state level. We will get 2 meetings only. Chris Lonneville asked if the state is over ruling our law.

Supervisor Ryan added that she could ask the Livingston County Planners to come talk to the Planning Board members.

A motion was made by Chris Lonneville and seconded by Dave Mateer to appoint Barb Barber as Chairperson of the Board of Assessment Review for remainder of term ending 09-03-2025. Ayes: 5, Nays: 0, Absent

\*A motion was made by Dave Mateer and seconded by Travis Jones to appoint Don McKeown as a member of the Board of Assessment Review for remainder of term ending 09-30-2023. Ayes: 5, Nays: 0, Absent/Abstain: 0

Highway report was given by Jeff Royce. 2 weed whips and a blower have been purchased. Mr. Royce would like to purchase a Ferris mower from Alexander Equipment. This is the same model we purchased from them previously and it was the lowest quote obtained. The purchase price is \$11,205.00 and would be processed under the ARPA funds as well as the purchase of the weed whips and blower, yet to be vouchered.

A motion was made by Travis Jones and seconded by Steve Perkins to approve the purchase of the Ferris mower from Alexander Equipment. Ayes: 5, Nays: 0, Absent/Abstain: 0

There were previous discussions on the purchase of a trailer to haul the equipment to the cemetery for mowing. Mr. Royce would like to purchase an 83” hydraulic quick tilt trailer from Teitsworth in the amount of \$8,505.00 which will be processed under ARPA funds.

A motion was made by Chris Lonneville and seconded by Dave Mateer to approve the purchase of the trailer. Ayes: 5, Nays: 0, Absent/Abstain: 0

The highway department has been busy on Smallwood Road. Several other municipalities helped out. The road will be paved in July.

The old trailer and Badger were put up for auction on the Teitsworth Auction site. The trailer sold for \$7,100 and there was an offer of \$7,300 for the Badger. Mr. Royce was hoping for more money and declined the offer.

Signatures were gathered for the Wyoming County Highway Agreement to Spend Funds. It will be mailed out tomorrow.

The NYSDOT 2022/2023 Municipal Snow & Ice Agreement and Resolution is still incomplete. Mr. Royce will need to get the figures from Kaufman-Utz.

Supervisor Ryan asked for permission to purchase the Pomeroy signs. One will be placed on Liberty Street for Albert Farman, one in front of the Masonic Lodge for Wm. H. Merrill and one on Jefferson for Barber Conable.

A motion was made by Travis Jones and seconded by Steve Perkins to approve the summer watering agreement and resolution with the Village of Warsaw. Ayes: 5, Nays: 0, Absent/Abstain: 0

Steve Perkins and Dave Mateer were appointed to review professional services for an engineer, attorney and insurance. Cathy Smith to forward the current insurance information.

Community events: Valley Fest July 14<sup>th</sup> & 15<sup>th</sup>. Republican caucus July 18<sup>th</sup> at 6:30 p.m.

Correspondence: The Wyoming County Property Maintenance Process was reviewed.

Summer rec: Chris Lonneville feels that since the programs are run in conjunction with the village the ads should be run together as well. Will inquire for the future programs.

Broadband email was discussed again. Supervisor Ryan asked if everyone felt that the service map was correct. The service map was created by them so there is no way to know for certain.

Supervisor Ryan discussed the water line break on Saltvale Road. A letter will be sent to the water district customers asking them to come to next months meeting.

A motion was made by Dave Mateer and seconded by Chris Lonneville to adjourn at 8:15 p.m.