

# TOWN OF WAYNE BOARD MEETING MINUTES August 13 , 2019

The August monthly meeting commenced at 6:30PM with the Pledge of Allegiance.

Present: Supervisor Butchko  
Councilperson Freeman  
Councilperson Dunbar  
Town Clerk Mahr

Absent: Councilperson Haar  
Councilperson Haff

Also present: Jeff Martin, Brett Morgan, Stan Witkowski, Doug & Megan Howard, Darlene Swarthout, Patty Gray & Kurt Falvey.

## **Guest Speakers**

Mrs. Darlene Swarthout discussed proposed improvements for the Town of Wayne playground. Supervisor Butchko reviewed the monies available in the 2019 budget for the playground and the recent safety recommendations made for the playground by NYMIR on their August 1<sup>st</sup> visit. Mrs. Swarthout proposed that a half basketball court be constructed near the parking lot. Mrs. Swarthout is willing to conduct a fund raiser for the project and will arrange for possibly free advertising in the local papers. She asked if the Town Highway department could prepare the site with stone for the hardcourt cover to be applied over. It is possible that some of the hardcourt cover material may be donated.

Ms. Samantha Swarthout will plan to meet with Dog Control Officer Howard to discuss the dog kennel project.

Mr. Brett Morgan from Airosmith Cell Tower company reviewed the plans for installation of a 125 foot tower at the Town Hall showing both aerial and ground photos of the site. Mr. Morgan discussed the many factors to consider when determining the height of the tower. The increased usage in the current cell tower environment is more data related than voice which requires a build out plan be developed that will continually address upgrade needs. The Town Planning board has given a conditional site plan approval. The projection is to begin construction by the end of the year. Preliminary lease contract discussions have started.

## **Approval of Minutes**

The Board minutes for July 9 were approved subject to the following change discussed prior to that meeting's adjournment: The minutes will reflect Councilperson Dunbar questioning why the LUR map had not been changed to reflect hamlet mixed use. Councilperson Freeman was to review the proposed map change with Code Enforcement Officer Harrop. Clerk Mahr to update the minutes accordingly. The motion to approve the July minutes with the change was made by Councilperson Freeman and seconded by Councilperson Dunbar with all in favor.

### **Supervisors Report**

The Supervisor's Report for July and fund transfers were reviewed. The contingency funds transfer to the cemetery account was due to tree cutting expenses. The unallocated fund balance in the General and Highway accounts is \$179,000 and \$6,000 respectively. Motion to approve the Supervisor's Report was made by Councilperson Freeman and seconded by Councilperson Dunbar with all in favor.

Supervisor Butchko will have the preliminary 2020 budget sent out by email.

### **Clerks Report**

The clerk's report was presented. Real Property Transfers and Building Permits make up most of the funds. There were also (21) dog licenses renewed which shows the impact of the 2018 licensing incentive program. Motion to approve the Clerk's Report and Vouchers for Abstract 8 was made by Councilperson Dunbar and seconded by Councilperson Freeman with all in favor.

Abstract 8 Vouchers submitted were broken down by:

• General Account	Vouchers 235-270	\$15,608.11
• Highway Account	Vouchers 79-90	\$11,791.04
• TA Account	Voucher 29-34	\$ 8,110.10
• SL Account	Voucher 8	\$208.65

### **Justice Report**

Justice report was reviewed with no discussion.

### **Assessor**

The revised terms for the Board of Assessment review were presented by Clerk Mahr. Motion to accept the revised terms was made by Councilperson Dunbar and seconded by Councilperson Freeman with all in favor.

### **Highway Superintendent Report**

Highway Superintendent Howard reviewed the road work activities for the month of July on Keuka Hill Road and Fleet Road. The Keuka Hill Road project came in \$10,000 under budget. The estimate to repair Coryell Road is \$200,000. Superintendent Howard also discussed some of the actions that need to be taken as a result of the NYMIR meeting. Topics included fire extinguisher and driver awareness training. The boat launch will be closed for repairs after Labor Day. The Highway also purchased a used leaf vacuum from the Village of Hammondsport for fall clean-up. New tires will need to be purchased for the grader.

Supervisor Butchko reviewed the current Highway voucher approval process and suggested an improvement be made to remove duplication of effort. A motion was made by Councilperson Freeman to cancel the Williamson Law Highway Software and to increase Maureen Kurtz's responsibilities to include preparing the Highway monthly vouchers in her Williamson Law accounting program. This would increase her salary by \$1000 a year. Motion was seconded by Councilperson Dunbar with all in favor.

### **Code & Zoning Officer**

Review of monthly report was presented with no discussion.

The approved Planning and Zoning Board Meetings minutes for July were reviewed with no discussion. A motion was made by Councilperson Freeman to adopt the sign ordinance discussed at the Public Hearing into local law. The Local Law will allow the Town to enforce all regulatory signs approved by and posted in the Town of Wayne. The motion was seconded by Councilperson Dunbar with all in favor.

Planning Board Chairman, Stan Witkowski, reviewed the site plan review process as currently stipulated in the Land Use Regulation (LUR). To try to simplify the process Chairman Witkowski recommended removing paragraph 1-A in the Site Plan Review section. This will lead to less administrative work in terms of mailings. Councilperson Dunbar asked if the definition of a structure could be more refined in the LUR to not include driveways and sidewalks. Chairman Witkowski will review with Code Enforcement Officer Harrop.

### **Watershed**

July watershed report was presented with no discussion. Additional training is being set up for inspectors in August.

### **Dog Control Officer**

The Dog license monthly report was reviewed with no discussion. There were (6) dogs lost and subsequently found over the 4<sup>th</sup> of July holiday. Dog Control Officer Howard stated that the Town's dog control services received a satisfactory rating from New York State Agriculture and Markets. The Finger Lakes kennel facility also passed inspection. The costs and size for building a kennel at the Town Hall is still under review. DCO Howard to work with Planning Board on any LUR rules as it pertains to dog shelters.

DCO Howard also requested the approval to hire (2) new people, Madison Pifer and Jamie Brion, for the Boat Launch and Compost sites as back-ups. Motion to approve the request was made by Councilperson Dunbar and seconded by Councilperson Freeman with all in favor.

### **History Group**

No report was presented.

### **Old Business**

None

### **New Business**

At 8:10PM the Town Board went into executive session to discuss a personnel and contract issue. At 8:45PM the Town Board came out of executive session with the action to send the initial contract back to Airosmith Cellular with revisions recommended by legal. No additional action needs to be taken on the personnel issue at this time.

### **Announcements**

The next Town Board Meeting will be on Tuesday September 10<sup>th</sup>.

Fish For Free on Lake Ontario & St. Lawrence River has been implemented by New York State through Labor Day.

**Adjourn**

A motion to adjourn the Town Board meeting was made by Councilperson Freeman seconded by Councilperson Dunbar with all in favor.

Meeting adjourned at 8:50PM.

Respectfully Submitted,

William Mahr Town Clerk  
August 13, 2019