

Mayor Monson called the meeting to order at 7:00 PM.

Members Present: Trustees Baker, Krasucki and White  
Members Excused: Trustee Freer

Others Present: Norma Stewart, Larry Hogan, Ron Lancy, Jerry Laird

Pledge of Allegiance

### **Police Department**

- The Police Department received a donation of three jackets from Robert Stewart. Mayor Monson read a letter acknowledging receipt of the donation and expressing thanks.
- Kevin Costello is excused from the meeting as he had a prior engagement.

### **Highway Department**

- The Highway Department has received \$1,514.10 for scrap metal sold.
- Quotes have been received for a new welder for the department. Trustee Baker discussed the options available. Trustee Baker made the motion to approve the purchase of a Millermatic 251 welder at a cost not to exceed \$1,885.99. Trustee Krasucki seconded the motion and all voted in favor.
- A quote for school zone signs for the Leavenworth building was received from the Wayne County Department of Highways in the amount of \$1,225.70. Mayor Monson believes that Wayne County is donating the signs for both the Leavenworth and Florentine Hendrick buildings. No further action is needed at this time.
- Mayor Monson, Nick Rizzo and representatives from the Wayne County Department of Highways met on Friday, October 19, 2007 to discuss repair to the retaining wall on East Port Bay Road, and removal of the concrete abutments on Lake Avenue. They also discussed constructing a walking bridge over the falls. Kevin Rooney, Wayne County Highway, thinks that he has something that will work. It will be similar to what was done in Red Creek.
- The concrete abutments on Lake Avenue will be removed by Wayne County. The railway is owned by Wayne County but RG&E has a right of way. Wayne County will remove the concrete and engineer having the road leveled out. They will also design a catch basin so that the existing storm sewers can be replaced. Robert Crane has already removed the necessary trees. Wayne County would like to have the work completed this fall.

## **Highway Department (Continued)**

- Repairs have been made to two pieces of equipment: the salter and the vacuum blower.
- The chipper still needs work. It will be looked at later this year. Mayor Monson believes that it needs new teeth.
- Mayor Monson would like to do a weekly survey of road conditions this winter to track any potholes or other issues that will need to be addressed.

## **Water/Sewer Departments**

- The Pilot Program at the WWTP has been dismantled. All of the reports are completed and we are now waiting for them to be compiled.
- Trustee White attended a meeting at the WWTP on October 10, 2007 regarding a potential reed bed system. The Village has not yet received any further information but the project does sound viable at this point.
- The inspection on the in-take line will be done sometime this week or next.
- The pipe that had been at the end of West Port Bay Road has been brought back into the Village. The fee to move it was \$650.00, due in large part to the length of the pipe and availability of equipment with which to move it.
- The software the Village is currently using for water and sewer billing is proving to be inadequate. The Clerk and Deputy Clerk are looking into alternative software companies.

## **Fire Department**

The Fire Department contracts are still not in from the Town of Butler and the Town of Wolcott.

## **Code Enforcement**

- On October 17, 2007 Mayor Monson, Heather Perce and Otis Vezzose attended a NYCOM workshop in Utica, NY dealing with vacant, neglected and abandoned properties. They were originally registered to attend the workshop in Dansville, NY on October 10, 2007 but were unable to attend due to scheduling conflicts.
- Trustee Krasucki prepared a letter to Village of Wolcott residents pertaining to sidewalk repair options and costs. The Village will need a contract for homeowners to sign. Additionally, it was decided that the costs due from the homeowner would be paid up front rather than at the completion of the project. There is a grant in place to provide some funding for sidewalk repairs. The streets affected at this time are New Hartford Street, Mill Street and West Main Street.
- Trustee Krasucki made the motion to accept the sidewalk letter with the changes made by Trustee White and stated that the letter should be mailed out to residents on the affected streets within the week. Trustee Baker seconded the motion and all voted in favor.

### **Lake Avenue Cemetery**

- Mayor Monson stated that the Village does not own the cemetery on Lake Avenue. The Town of Wolcott owns it even though the Village of Wolcott regularly mows it. The Mayor stated that the Village will continue to mow the cemetery and seek to trade in-kind services with the Town of Wolcott to compensate.
- Trustee Krasucki stated that a committee has already been formed to do research on the cemetery and try to make necessary repairs to the headstones.

### **Trustee Freer**

Trustee Freer arrived to the meeting at 7:23pm. His tardiness was due to the fact that he had been attending a board meeting of the North-Rose Wolcott Central School District in order to present a proposal regarding Dr. Chan's Garden on Wilson Street. The school district owns several acres behind Dr. Chan's Garden and Trustee Freer inquired about the possibility of the school district either donating or allowing use of some of their land in order to facilitate longer walking trails within the park.

### **Historical Society**

- Norma Stewart reported that the Festival of Trees would be put up the last week of November. She inquired if the Village of Wolcott would be placing a tree in the bandstand this year. Mayor Monson told her that the Village would do that and requested the Clerk to check with Nick Rizzo about a tree. The opening ceremony will be held December 1, 2007.
- Mrs. Stewart asked if the Village of Wolcott still intended to create a time capsule. Mayor Monson said it would likely be the case and that he would look into it.
- Members of the Historical Society have been unable to coordinate a date with the Fire Department for an Open House to showcase a display dedicated to the Fire Department. The Clerk will contact Ray Wellington and set up a date for the Open House and will notify Norma Stewart of the decision.
- Mrs. Stewart asked if the Board had ever had a picture taken for historical purposes. Mayor Monson replied that no, that had not been done before, but he thought it was a good idea.
- Mayor Monson commented on the book about Wolcott history researched by Jon Countryman, compiled by Norma Pearson, and edited by Cynthia Fowler and Cypriana Porter. The book is wonderful and contains a wealth of information about Main Street, Wolcott.

### **Resolution 2007-23**

Trustee White made the motion to approve Resolution 2007-23 authorizing a budget journal entry to account for the donation from the Wolcott Lioness Club for the new flag pole in the amount of \$1,475.00. Trustee Krasucki seconded the motion and all voted in favor. Mayor Monson stated that the donation was in large part from the Wolcott Lioness Club; however the Lions Club and the Rotary Club also donated and he wanted to express thanks to the other organizations as well.

### **Resolution 2007-24**

Trustee White made the motion to approve Resolution 2007-24 appointing the Village Clerk as the Records Management Officer for the Village and authorizing Mayor Monson to file an application for a grant under the New York State Local Government Records Management Improvement Fund for inventory and planning. Trustee Baker seconded the motion and all voted in favor.

### **Bank of America Account**

The Village of Wolcott has maintained a bank account at the Wolcott branch of the Bank of America for the purpose of holding deposits for water customers living outside of the Village. The deposits are held for three years and then refunded to the customer. At the time the account was opened the balance was large enough to have any service charges waived. As of September 30, 2007 there was a balance of \$5,304.15, which is now low enough that Bank of America is assessing service charges. Lyons National Bank has agreed to open an account for the water deposits and waive all fees regardless of the balance. Trustee Baker made the motion to approve closing the account at Bank of America and opening an account for water deposits at Lyons National Bank. Trustee Freer seconded the motion and all voted in favor.

### **Town of Butler Water**

Mayor Monson stated that there are three options to connect the Village of Wolcott water supply to the Town of Butler outside of the Village. The matter is to be discussed at the next board meeting as the board members need the opportunity to review the information.

### **Skate Park**

- A location has still not been decided upon.
- The increase in insurance costs would be \$300.00 per year for general liability.
- The Clerk will contact the insurance company to see if adult supervision would be required.
- Trustee Freer will meet with the Lions Club and area ministers later this week to discuss possible locations.

### **Pre-Disaster Mitigation Grant (FEMA)**

Mayor Monson received an email from Todd Ege, NYSEMO Hazard Mitigation employee, forwarded by Sharon Lilla, Wayne County Planning Department, stating that the grant funds had been set aside and we are now only waiting for the FEMA Environmental Officer to complete the historical and archeological analysis. The official go ahead for the project should be sometime in November.

### **Tom Connor**

Mr. Connor was not present at the meeting

### **Trustee Freer**

- At the school board meeting on October 23, 2007 the board approved of the concept for utilizing school district property to enhance the walking trails for Dr. Chan's Garden as it would serve an educational purpose.
- Trustee Freer will prepare a plan to present to the school board at a future date.
- Mayor Monson will contact Dr. Chan to see if it would be agreeable to hold the dedication ceremony on November 10, 2007 in the afternoon.

### **Budget Resolution 2007-25; Water Fund**

Trustee Baker made the motion to approve Budget Resolution 2007-25 making budgetary adjustments to the Water Fund in the amount of \$2,600.00 Trustee Freer seconded the motion and all voted in favor.

### **Budget Resolution 2007-26; Sewer Fund**

Trustee White made the motion to approve Budget Resolution 2007-26 making budgetary adjustments to the Sewer Fund in the amount of \$2,000.00. Trustee Freer seconded the motion and all voted in favor.

### **Legal Notice for AUD**

Trustee White made the motion to approve the publication of a legal notice notifying residents of the filing of the Annual Update Document to the Office of the State Comptroller for the fiscal year ended May 31, 2007, and the availability of the document for public inspection. Trustee Krasucki seconded the motion and all voted in favor.

### **Copies**

Trustee White made the motion to approve a charge of \$0.25 per page for any copy requests over four pages. Trustee Freer seconded the motion and all voted in favor.

## **Minutes of October 9, 2007**

Trustee Krasucki made the motion to approve the minutes of October 9, 2007 as corrected. Trustee Freer seconded the motion. Mayor Monson, Trustees Freer, Krasucki and White voted in favor. Trustee Baker abstained from voting as he was not present for the October 9, 2007 meeting. The motion was carried.

### **Trustee Baker**

Trustee Baker discussed time card procedures and stated that if an employee's time was handwritten on the time card, the time card must be initialed by the department head. If the employee in question is the department head than the department commissioner must initial the card. It is the employee's responsibility to contact either the department head or the commissioner to obtain the initials. All employees are to be reminded to punch in and out on the time clock. Mayor Monson may initial a time card if necessary.

### **Trustee Freer**

Trustee Freer will be meeting Thursday evening, October 25, 2007 at the home of Otto Meijer to discuss the skate park. Trustee Freer is still trying to contact a DEC officer.

### **Trustee White**

Trustee White and the Clerk attended an OSC workshop on Advanced Governmental Accounting in Fulton, NY from October 16, 2007 through October 18, 2007. A lot of information was presented and both attendees learned a great deal about the financial aspect of municipalities as well as several cost saving and good practice ideas.

### **Trustee Krasucki**

Trustee Krasucki inquired about the status of the CornerStone Telephone Company proposal. Mayor Monson stated that the item will be placed on the agenda for the November 13, 2007 meeting as we are still waiting on quotes for a redesigned telephone system for the Village.

### **Joseph Gallo Property**

The Village of Wolcott attorney, Art Williams, has prepared an agreement titled "Conservation and Beautification Easement" for the property owned by Joseph Gallo located at 12061 Mill Street, Wolcott, NY. Mayor Monson read the terms of the agreement and would like to present the agreement to Mr. Gallo for his approval. He would also like the Board members to have the opportunity to review the document. The matter is to be placed on the agenda for the November 13, 2007 meeting.

### **Abstract #007**

Trustee Freer made the motion to approve abstract #007 with voucher numbers 0390 – 0435 and check numbers 19986 – 20072 in the amount of \$55,638.36. Claims from the General Fund total \$33,117.35. Claims from the Water Fund total \$13,435.36. Claims from the Sewer Fund total \$8,025.97. Claims from the Trust and Agency Fund total \$1,059.68. Trustee Krasucki seconded the motion and all voted in favor.

### **Executive Session**

Trustee Baker made the motion to enter executive session at 8:05 pm to discuss a personnel issue. Trustee Freer seconded the motion and all voted in favor.

Trustee Baker made the motion to come out of executive session at 8:10 pm. Trustee Krasucki seconded the motion and all voted in favor.

### **Timothy Jones**

Trustee White made the motion to approve payment to Timothy Jones for his 53 hours of his sick time. Trustee Baker seconded the motion and all voted in favor.

Trustee Krasucki made the motion to adjourn the meeting at 8:14 pm. Trustee Freer seconded the motion and all voted in favor.

Respectfully submitted,

Melanie A. Countryman  
Clerk/Treasurer