

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

Members Present: Trustees Baker, Freer, Krasucki and White

Others Present: Ken VanFleet, Jerry Laird, Larry Hogan, Otis Vezzose, Rick Miller, Ron Lancy, Ray Wellington, and Lyle Smitson from CornerStone Telephone Company

Pledge of Allegiance

### **Police Department**

- The Village has received a check for \$10,000 from DCJS reimbursing expenses covered under a grant for computer equipment.
- Kevin Costello will have more to discuss at a later time.

### **Highway Department**

- The Board discussed the quote received from Wayne County Department of Highways for school zone signs on Washington Street and New Hartford Street. Trustee White suggested that Nick Rizzo obtain pictures of the proposed signs. Trustee Krasucki would also like to see a map or diagram of the streets and the proposed placement.
- The department has been busy picking up leaves and brush and cleaning out storm sewer ditches. The sink hole behind Charles and Daphne Dudus' store has been repaired.
- The snow equipment is ready to go.

### **Water/Sewer Departments**

- The Town of Butler Water Plan is available in the Village office for review.
- The Town of Butler will contact the Village when they are ready to further discuss the water plan.
- Mayor Monson and Trustee Krasucki had a meeting on November 12, 2007 to begin contract negotiations with the Wayne County Water and Sewer Authority. The current contract will expire in January 2008.
- Wayne County is applying for a grant to place 12" water lines. We currently have a 7" line running from West Port Bay Road to East Port Bay Road. If the grant is awarded, the funds will cover the cost of replacing the existing line with a new 12" line. Wayne County would also put in a dual meter so that the Village would be able to buy back any water overflow or purchase water off the Wayne County towers.

## **Water/Sewer Departments Cont.**

- Trustee Krasucki read an application from Giuseppe LaBarbera to install water service for the property located on East Port Bay Road, tax map #75117-05-041844. Trustee White seconded the motion and all voted in favor to approve the application.
- Trustee White read an application from Giuseppe LaBarbera to install sewer service for the property located on East Port Bay Road, tax map #75117-05-041844. Trustee Freer seconded the motion. Rick Miller stated that if approved the property owners will need to have approximately 65 feet of sewer line installed as well as a pump. The Village main stops 65-70 feet before the property. Also, Mr. Miller is not certain the work could be completed this fall due to the weather. Mayor Monson stated that the Village policy is not to do any excavating for water or sewer installation after December 1<sup>st</sup> therefore the Village cannot guarantee the work will be completed this fall. Rick Miller stated that there used to be a home on the property many years ago and that perhaps the old service is still there. He will look into the matter. Trustee White amended her motion to include an allowance for time permitting. Trustee Freer seconded the amended motion and all voted in favor.
- Trustee Krasucki discussed her concerns with the process which resulted in an approval for the variance for the mobile home to be placed on the East Port Bay Road property owned by Giuseppe LaBarbera. Due to lack of a response from the Village attorney within the thirty day window a variance was granted. Trustee Krasucki thinks that the matter should have been brought before the Zoning Board of Appeals automatically. Trustee Krasucki and Trustee White will be working on the issue and ways to avoid a similar situation in the future.
- The inspection of the in-take line has been completed by BreTin Marine. Everything went well and BreTin Marine will be sending a video tape of the inspection.
- Acme Global has completed their preliminary report on the Pilot Program at the Waste Water Treatment Plant. Mayor Monson will be meeting with MRB Engineering during the week of November 19, 2007. The final reports will be compared when they are completed.

## **Fire Department**

- Ray Wellington stated that a radio needs to be purchased for the new fire truck as Wayne County is estimating five years before they are ready to replace radios due to changes in FCC regulations.
- A quote in the amount of \$943.00 was received from Furman Communications for a new radio for the fire truck. Mayor Monson stated that no motion is necessary to approve the quote if the amount is under \$1,000.00.

### **Fire Department Cont.**

- The equipment necessary to get the new fire truck in service is estimated to cost a total of \$5,494.00. Ray Wellington stated that the fire department will be receiving a grant which will cover \$3,000.00 of the total costs and requested that the Village pay for the remaining \$2,494.00. Trustee Baker made the motion to approve the equipment purchase with the Village portion being up to \$2,500.00. Trustee Freer seconded the motion and all voted in favor.
- The Fire Department is looking into having some renovation done at the Fire Hall. Ray Wellington will prepare the specs to bid out the job.
- The Clerk will obtain the state bid information about tires for Chief Wellington.
- Mayor Monson read a request from Charles Frederick, Michael Virts, and Philip Palumbo, owners of the property located at 5774 New Hartford Street, Wolcott, for a controlled burn of the house and barn located at the property. Trustee Freer made the motion to approve the request. Trustee Baker seconded the motion and all voted in favor. Ray Wellington stated that the burn will likely not happen until spring. Trustee Baker suggested that there be a cost to the property owner(s) for having controlled burns in the future due to the rising cost of diesel fuel.
- The Historical Society will hold an Open House at the Carriage House Museum on November 20, 2007 at 7:00pm. The Open House will showcase a large display dedicated to the Fire Department. All Fire Department members, Village of Wolcott Board members and all Village employees as well their families are invited to attend.
- Mayor Monson reported on the NYCOM Fire Department workshop held in Dansville on October 25, 2007. Attending were Mayor Monson, Gandy Stoddard and Ray Wellington. Among the new policies that need to be instituted is that the Fire Department must request permission from the Board of Trustees for any fundraising activity. The Clerk prepared a form for the Fire Department to use for such requests.

### **Police Department Cont.**

- Kevin Costello has been in contact with Frank Clemete of DCJS in Albany, regarding the installation of the SJS system in the Police Department. They estimate having an installer here around Thanksgiving to install and set up the program. The program will enable the department to prepare the monthly UCR reports and transmit them electronically to DCJS.
- Patrolman Eric Donselaar is out on medical leave.
- Kevin Costello expressed a desire to have a monthly schedule for the Police Department prepared but has been unable to prepare one due to scheduling conflicts and a shortage of available personnel.
- An individual previously interviewed by the Board for the position of part-time police officer has been cleared by his physician to return to work and would like to work part-time for the Village of Wolcott and the Village of Lyons.

### **Police Department Cont.**

- If another officer is hired he would have to be outfitted with equipment at an estimated cost of \$1,000. Trustee Baker inquired if a new officer hired could be outfitted with Eric Donselaar's weapon and qualify on it for now.
- Trustee Krasucki made the motion to hire Chuck Michaels as a part-time police officer at an hourly rate of \$12.50, effective as soon as he is outfitted with equipment. Trustee Baker seconded the motion and all voted in favor.
- Kevin Costello would like to look into hiring an additional part-time police officer at some point in the future. Trustee Baker responded that another officer really isn't necessary this time of the year.
- A department inventory has been completed and the Quartermaster sheets have been filled out and initialed by all department employees.
- The advertisement regarding bicycles at the Police Department has received some response. Mayor Monson stated that options for donating the bicycles need to be reviewed. Mr. Costello would like to have a different policy regarding the location for bicycle storage.

### **Ken VanFleet**

- Mr. VanFleet inquired if the Board was getting any closer to hiring a full-time Police Chief. Mayor Monson stated that the matter is being looked into and that Kevin Costello would be checking with Wayne County Civil Service regarding the requirements.
- Mr. VanFleet is concerned about the current part-time nature of the Police Department and feels that grant funding and other opportunities may be lost. He strongly urged the Board to consider the importance of responsible full-time Police Department leadership.

### **CornerStone Telephone Company (Lyle Smitson)**

- A technician was at the Village office today, November 13, 2007 to survey the scope of the work to be done if the existing telephone system is to be redone. Mr. Smitson stated that the existing cabling and technology really needs to be replaced.
- CornerStone Telephone Company will have a quote prepared prior to the December 11, 2007 Board meeting. The Clerk will contact the other two companies that have expressed an interest in the job for their quotes.

### **Audit Review**

- Paul Wagner has completed the audit for the fiscal year 6/1/06 – 5/31/07. Mayor Monson read the audit review letter. There were no significant issues that required formal written disclosure. There were a few minor issues that were discussed orally and have either already been addressed or will be addressed in the near future.
- Mayor Monson will set up a meeting with Trustee White to discuss raising the sewer rates. A public hearing will also be scheduled at some future date.

### **Resolution 2007-27**

Trustee Baker made the motion to approve Resolution 2007-27 designating the offices and terms to be filled at the Village of Wolcott General Election to be held Tuesday, March 18, 2007. Trustee Freer seconded the motion and all voted in favor.

### **Resolution 2007-28**

Trustee White made the motion to approve Resolution 2007-28 requesting the collection of delinquent Village taxes for the year 2007-2008 by the County of Wayne, New York pursuant to Wayne County Local Law No. 4-1978 and Section 1442 of the Real Property Tax Law. Trustee Freer seconded the motion and all voted in favor.

### **Joe Gallo Property**

Mayor Monson stated that the matter will be tabled until the December 11, 2007 meeting.

### **Employee Badges**

The Clerk has obtained a price list from Hartford Badges for photo ID badges for all Village employees and Fire Department members. The Clerk will contact Brandy at Electromark to obtain a price list. The matter will be placed on the agenda for the December 11, 2007 meeting.

### **Minutes of October 23, 2007**

Trustee Freer made the motion to approve the minutes of October 23, 2007 as read. Trustee White seconded the motion and all voted in favor.

### **Treasurer's Report**

There were no questions or comments on the Treasurer's Report for the month of October 2007.

### **Abstract #008**

Trustee Baker made the motion to approve abstract #008 voucher numbers 0431 - 0497, with check numbers 20073 - 20139 in the amount of \$237,595.76. Claims from the General Fund total \$163,310.52. Claims from the Water Fund total \$54,555.01. Claims from the Sewer Fund total \$16,803.72. Claims from the Trust and Agency Fund total \$2,926.51. Trustee White seconded the motion and all voted in favor.

### **Trustee Baker**

Trustee Baker has nothing to discuss at this time.

### **Trustee Freer**

- Trustee Freer met with the Lions Club last week and reported that they are very interested in a possible skate park in the Village.
- The dedication of Dr. Chan's Garden on Wilson Street was held on November 10, 2007. Trustee Freer is working with the school district on designing trails. Trustee White stated that Trustee Freer is doing a nice job handling Dr. Chan's Garden. Mayor Monson stated that Trustee Freer did a very good job with his talk at the dedication of the park.

### **Trustee White**

Alternates are needed for the Planning Board. Mayor Monson has possible candidates in mind and will set up a meeting with them.

### **Trustee Krasucki**

Trustee Krasucki has nothing to discuss at this time.

### **Mayor Monson**

Mayor Monson stated that the time for the new flag pole to be installed and dedication ceremony needs to be decided upon. Perhaps it should be put off until spring. Trustee White suggested having the dedication ceremony on Memorial Day. The plaque still needs to be ordered. Trustee Krasucki suggested having the dedication on Flag Day as it would be only two weeks later.

### **Executive Session**

Trustee White made the motion to enter executive session at 8:42pm to discuss personnel and contractual matters. Trustee Krasucki seconded the motion and all voted in favor. Kevin Costello, Melanie Countryman and Heather Perce were each asked to attend part of the executive session for the purpose of probationary period reviews.

Trustee Baker made the motion to come out of executive session at 10:32pm. Trustee Krasucki seconded the motion and all voted in favor.

### **Melanie Countryman**

Trustee White made the motion to end the probationary period of Melanie Countryman and appoint her as Clerk/Treasurer with a \$0.50 per hour raise, compensated absences and insurance buyout. Trustee Freer seconded the motion and all voted in favor.

### **Heather Perce**

Trustee White made the motion to end the probationary period of Heather Perce and appoint her as Deputy Clerk/Treasurer with a \$0.50 per hour raise and compensated absences. Trustee Baker seconded the motion and all voted in favor.

Trustee Krasucki made the motion to adjourn the meeting at 10:37pm. Trustee Freer seconded the motion and all voted in favor.

Respectfully submitted,

Melanie A. Countryman  
Clerk/Treasurer