

TOWN OF WAYNE  
BOARD MEETING MINUTES  
July 9, 2019

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

Present: Supervisor Butchko  
Councilperson Haar  
Councilperson Haff  
Councilperson Freeman  
Councilperson Dunbar  
Town Clerk Mahr

Also present: Jeff & Lulu Martin, Chris Curry, Gary Osborne, & Dave Harman.

**Approval of Minutes**

The June 11 Board Minutes were reviewed. Motion to approve the minutes subject to a change in the month referenced in the Highway Superintendent journal, from April to May, was made by Councilperson Haar, seconded by Councilperson Freeman with all in favor. Clerk Mahr to modify the June minutes to reflect the change.

**Supervisors Report**

The Supervisor's Report for June and a mid-year budget status was reviewed for the General Fund and Highway Department. Supervisor Butchko presented an analysis that showed as of June 30<sup>th</sup> the General Account had \$181,000 in unappropriated funds and the Highway \$6,000. Supervisor Butchko reviewed the 2019 budget figure, year to date expenditures and remaining balances (dollars & percentages) for all key budget line items in both accounts. Supervisor Butchko will also review what modifications can be made to the Williamson Law program to give more line item detail in the Supervisor's Report. Supervisor Butchko stated there is \$277,000 still available in the 2019 budget to be used for roads, some of which could be rolled over to 2020. Larson Engineering has reviewed Coryell Road and has outlined a plan for a phased repair. Silsbee road may be delayed until 2020. There will be a \$17,000 reimbursement to the budget from PAVE NY. Supervisor Butchko recommended those monies be used for repaving the section of East Lake Road where the culvert project was completed in 2018. Supervisor Butchko also discussed the financial impact from CHIPS. There is presently \$113,000 in the budget with another \$15,000 reimbursement being awarded this year. The request for those monies needs to be done by August 12<sup>th</sup>. Supervisor Butchko will follow up on the processing of that request. Supervisor Butchko presented the fund transfers for July with no discussion. A motion was made by Councilperson Haff to approve the Supervisor Report and fund transfers, seconded by Councilperson Freeman with all in favor.

**Clerks Report**

The clerk's report was presented. Clerk Mahr reviewed a correction that needed to be made to the May Clerk's report that required an additional \$108 be paid to the General Fund. A motion to approve the amended May Clerk's report was made by Councilperson Haar and seconded by Councilperson Freeman with all in favor. The June Clerk's report was reviewed. Real Property Transfers was the key driver in the June fees along with dog licenses. Motion

to approve the June report was made by Councilperson Haff and seconded by Councilperson Freeman with all in favor.

Vouchers of Abstract 7 were submitted and approved. Councilperson Haar questioned the latest Harter, Secrest & Emery invoice. Supervisor Butchko stated the invoices on that voucher were from May and did not reflect any new activity.

Abstract 7 Vouchers submitted were broken down by:

|                   |                  |             |
|-------------------|------------------|-------------|
| • General Account | Vouchers 203-234 | \$14,543.40 |
| • Highway Account | Vouchers 67-78   | \$88,512.86 |
| • TA Account      | Voucher 23-28    | \$ 7,934.23 |
| • SL Account      | Voucher 7        | \$201.73    |

Clerk Mahr presented the 2019 mid-year report on fee receipts and disbursements. Presently the Town of Wayne is \$4,188.07 behind the fees collected mid-year in 2018. Clerk Mahr also presented a comparison of the major fee categories that showed:

- Real Property Transfers increased by \$1,130
- Variances increased by \$400
- Building Permits decreased by \$2,405
- Site Plans decreased by \$180

### **Justice Report**

Justice report was reviewed with no discussion.

### **Assessor**

Assessor Oliver presented an overview on how tax rates are determined and the role of the assessor in that process. Assessor Oliver reviewed the 2019 Tax Levy & rates for the Town of Wayne for both property and school. Assessor Oliver also discussed how various exemption categories impact the overall tax value. In 2018 the Town of Wayne had \$9.7M in exemptions. Assessor Oliver also presented a chart showing that the Town of Wayne had the lowest cumulative tax rate per \$1000 in Steuben County. Assessor Oliver then presented a more detailed chart showing how favorably the Town of Wayne compares to the other Keuka lake towns in Steuben County. Assessor Oliver also discussed that other factors leading to potential tax rate increases or decreases are the building of new homes, modifications of existing homes and higher selling prices of homes over their current assessed values.

### **Highway Superintendent Report**

In the absence of Highway Superintendent Doug Howard Supervisor Butchko briefly reviewed the journal activities for the month of June. Quotes have been received for sealing the Town Hall parking lot. Supervisor Butchko also provided an update on the Keuka Hill and Coryell Road projects. The Town will also be evaluating purchasing a used leaf vacuum from the Village of Hammondsport for fall clean-up as well as a new tractor with roadside mowers.

### **Code & Zoning Officer**

Review of monthly report was presented with no discussion.

The approved Planning and Zoning Board Meetings minutes for June were reviewed with no discussion. Councilperson Freeman gave an update on the activities of the Planning Board LUR sub-committee on the expansion of small business/cottage industries. A discussion followed regarding the Town's boat launch and potential liabilities for the stewards working there and the people using it to launch their boats. Supervisor Butchko will review the safety policy with the boat stewards. A discussion followed over what government entity has responsibility for the boat launch area. The road is public but its access is through the Town of Wayne.

### **Watershed**

June watershed report was presented with no discussion.

### **Dog Control Officer**

Monthly report was reviewed with no discussion. The costs and size for building a kennel at the Town Hall is still under review. Supervisor Butchko presented a contract from Finger Lakes SPCA for \$180 to serve as a short term housing solution interim to the kennel being built. Motion to approve accepting the contract was made by Councilperson Haar and seconded by Councilperson Freeman, with all in favor.

### **History Group**

Monthly report was presented with no discussion.

### **Old Business**

Supervisor Butchko reviewed a conversation he and Highway Superintendent Howard had with Sprague Insurance regarding alternatives for health insurance for the Highway employees. Supervisor Butchko reviewed some of the parameters and deductible options for affordable health insurance.

### **New Business**

Supervisor Butchko presented a draft of the Local Law to enforce all regulatory signs approved by and posted in the Town of Wayne. The Town Board recommended some changes to the draft. Clerk Mahr to redraft the document. A public hearing to review the Local Law will be held at 6:30 August 13<sup>th</sup> prior to the August board meeting.

A motion to approve a Permissive Referendum to use the Town's Highway Road Reserve monies up to \$90,000 for road improvements to Keuka Hill and Coryell Roads was made by Councilperson Haar and seconded by Councilperson Freeman with all in favor.

Supervisor Butchko provided financial estimates for the following capital improvement projects:

- New roof for the Town Hall
- Replacement of Furnace in Town Hall
- Repairing floor in Bay 1 of the Town Barn.

At 8:20PM the Town Board went into executive session to discuss a personnel issue. At 8:45PM the Town Board came out of executive session with the action to request an extension on responding to the notice received from Local Union No. 529.

Councilperson Dunbar questioned why the LUR map has not been updated to reflect the proper hamlet mixed use. Councilperson Freeman was to review the proposed map change with Code Enforcement Officer Harrop.

**Announcements**

The next Town Board Meeting will be on Tuesday August 13<sup>th</sup>.

**Adjourn**

A motion to adjourn the Town Board meeting was made by Councilperson Haar, seconded by Councilperson Haff with all in favor.

Meeting adjourned at 8:50PM.

Respectfully Submitted,

William Mahr Town Clerk  
July 9, 2019