

August 7, 2018

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Councilmen Ben Freier, Tom Fox, Eric Riegel, and Richard Peterson, Town Clerk, Donna Karlsen, Bookkeeper, Angel Testa, Highway Superintendent, Richard McCulloch, Attorneys for the town, Joe Midiri and Ryan Stebbins, and the Director of the Edith B. Ford Memorial Library in Ovid, Shannon O'Connor. Also present were Michelle Herman, Richard L. McCulloch and Andrew Herkovic.

**Petitioners to Address the Board:** Shannon O'Connor, director of the Edith B. Ford Memorial Library in Ovid, stated she has been the director for the past nine years. She handed out a schedule of events for August and briefly reviewed some of the programs they offer to include after school programs offered to Romulus and Ovid school districts, a technology center, social services, tutors and health navigators. She stated that the library is a community center that is bursting at its seams and they are moving forward with the planning of a two-story addition. This addition will include a large youth room, three smaller rooms, an enlarged local history space for research, technology center, two handicapped accessible bathrooms, self-serve elevator, and accessible entrances. Also landscaping to include a patio, parking lot and renovation to the existing building. This is a 2.5 million capital expansion and Ms. O'Connor reported they have raised 2.3 million dollars and still need \$200,000. She noted that the towns of Romulus and Ovid include \$3,500 in their annual budgets to support the library along with funds that are raised through school taxes by Romulus and South Seneca. She reported that they are chartered to service Romulus and Ovid, but this charter can be increased at any time to include surrounding townships. The board thanked her for the capital project informational packets she provided and will consider raising money through Varick taxes when budgeting for 2019.

**Highway:** Mr. McCulloch reported that the excavator is being used. He reported that they are getting the millings from the state paving work being done on State Route 336. Mr. McCulloch would like to black top the front and back town parking lots, and questioned the status of the addition to the town hall. It was noted that some of the paving could be done prior to the addition being built. Once the addition is completed, the parking area will be extended to the front of the addition.

Mr. Hayssen reported that the county closed Townline Road while doing road work, but didn't initially put a "road closed" sign up, but there is one in place now and it is thought that the work should be completed within the next few days.

**Judge:** Mr. Fox questioned if all town arraignments will in the future be held at the county jail, and if so, how will this affect the need for space at the town hall. It was reported that most arraignments will still be held at the Varick Town Hall, that the county jail facility will only be used for arraignments when the presiding town justices are not available.

**Supervisor/Bookkeeper:** The board reviewed the fund balances in the water districts and noted that Seneca Lake Water District is in the negative \$24,500.71. Mr. Hayssen reported this is due to the funds Seneca County Water District No. 1 owes Seneca Lake. He has not been able to get a definite answer on how they will settle the discrepancy between the proposed settlement of

\$72,000 for back owed water billing and the usage of water to be determined over the following year as stipulated in the settlement. He reported the year the water usage was to be evaluated has almost passed from the date of the agreement. They also noted the fund balances in Varick Sewer District No. 1 and Varick Water District No. 3 were low as well.

Mr. Hayssen reported that Seneca County Water 1 raised their water rates effective with the third quarter water billing, but as of this date has not notified the town what the increased rate/1000 is. He thought the amount was 75 cents per 1,000 gallons. The board noted that the water rate per 1,000 gallons to water districts 1 and 3 will need to be increased to cover this increase and to cover other incurred expenses, such as water loss. Joe Midiri will confirm the new rate by Seneca County Water 1 and report back to the board at the September meeting.

A motion by Ben Freier, seconded by Richard Peterson and so carried unanimously to approve the Supervisor's report.

**Code Enforcement Officer's report:** The board reviewed the written report submitted by Tim Dorn, Code Enforcement officer.

**Water Operator's report:** Water Operator, Ben Karlsen submitted the following written report:

- Weekly water samples for all districts
- Read master meters daily in all districts
- Completed monthly Bac. T samples for each district
- Turned in monthly operator report to health dept
- Marked out dig safes as requested
- Changed water meters
- Responded to customer water pressure issues
- Serviced and checked over work truck
- Ordered THM and HAA sample bottles for August testing
- Keeping up to date on Romulus Route 89 project
- Scheduled a recalibration on Route 89 meter
- Installed back flow preventer on hydrant daily for construction project on 89
- Restocked inventory
- Raked, placed top soil, seeded and spread straw down at water-leak locations
- Assisted sewer department as needed
- Weeded hydrants
- Checked out a few air release valves on Seneca lake

**Varick Water District No. 1:** Reviewed fund balance and will look at increasing the water rate once we have confirmed the water rate increase amount from Seneca County Water District No. 1 which became effective with 2018 third quarter billing.

**Seneca Lake Water District:** Nothing new to report.

**Varick Water District No. 3:** Reviewed fund balance and will look at increasing the water rate once we have a confirmed water rate increase amount from Seneca County Water District No. 1 which became effective with 2018 third quarter billing.

**Varick Water District No. 4:** Mr. Hayssen reported that the Town of Romulus has started construction of their new water line. Varick Water District No. 4 will supply them with water at a cost of 10 cents above Varick Water District No. 4's cost according to an agreement signed in January of 2017 between the two towns. Ben Karlsen has been providing metered water for use by the contractors doing Romulus's project and had the opportunity to discuss the engineered plans on completing the connection and placement of the meter. At that time, he expressed his concerns to the contractor and Supervisor Hayssen regarding this matter. Mr. Hayssen reported that the Town of Romulus did not involve the Town of Varick in the design of the connection or placement of the master meter. He noted that the connection is going from a 12" line reducing to a 6" line, running a distance with several bends prior to connecting to the master meter which will be housed in small building along with a chlorination system in the Town of Romulus. The board discussed different options for this connection and agreed that the master meter should be placed in the Town of Varick at the end of the line, start of Romulus' line. The board also agreed that no connection can be made until a new design by the Romulus engineer is presented and approved by either an engineer representing the Town of Varick and/or the Varick Town Board.

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to direct Supervisor Robert Hayssen to contact Romulus Supervisor David Kaiser to inform him that the Town of Varick requires Romulus to provide an engineered drawing showing the installation of a meter pit and master meter connecting the two districts to be located in the Town of Varick prior to approval of connection to Varick Water District No. 4.

**Town Clerk Report:** A motion by Richard Peterson, seconded by Tom Fox and so carried unanimously to approve the Town Clerk's Report: Supervisor: \$235. NYS Ag & Markets: \$32, Total Disbursements: \$267.

**Minutes:** A motion by Ben Freier, seconded by Eric Riegel and so carried to approve the minutes of July 5 and July 17, 2018.

**Dog Control Officer:** Bryan McCann submitted a written Dog Control report for April, May and June 2018 for the board's review.

**Town Hall Addition:** Mrs. Karlsen reported that she spoke to Key Homes and they will complete the drawings for the addition once a contract is signed. They noted that other than site work, the building is built off site and meets NYS and Seneca County code requirements and will be stamped with approval for each step in the building process. They did provide a list of specs that a contractor should be able to provide a quote from. The board will use this information and make it clear that the contractors must provide a set of plans if awarded the bid.

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to submit to the Reveille Between the Lakes a public notice seeking bids for the addition to the Varick Town

Hall to be opened at the regular meeting of the Varick Town Board held at 4782, Route 96 on September 4, 2018 at 7:00 p.m.

Ryan Stebbins will provide the clerk a public notice to be published in the Reveille Between the Lakes, the designated paper for the town, for bid opening to be done at the September 4<sup>th</sup> meeting at 7:00 p.m. by Friday, August 10.

It was reported that we received the \$28,500 in JCAP funds for this project and they are being held in the town accounts. Mr. Hayszen spoke to Pam Helming's office who indicated that the town's application is complete for the DASNY funding, but it must go before legislation for final approval.

Hunt Engineering contacted Rural Development seeking other funding possibilities. Cindy Newcomb provided Peter Martin from Hunt Engineering with a cover letter and a lengthy application which he just forwarded to the town for their review.

**Planning Board:** Ryan Stebbins reported that he hadn't provided the Clerk with all the information necessary to be distributed as directed in the resolution passed at the July meeting or the legal notice in time to advertise the public hearing in the Reveille on Local Law No. 1 of 2018 for the amendment to the Town of Varick Zoning Code so the board will have to reintroduce the resolution and hold the public hearing at the September 4<sup>th</sup>, 2018 meeting.

A motion by Eric Riegel, seconded by Richard Peterson, and so carried unanimously to hold a public hearing on the Resolution introducing Local Law No. 1 of the year 2018; Amendments to the Town of Varick Zoning Code, Varick New York and review the SEQR application on September 4, 2018 at 7:00 p.m.

Ryan Stebbins will complete the letters with required information and legal notice to the Reveille for the public hearing on Local Law No. 1.

**Abstract:** A motion by Richard Peterson, seconded by Tom Fox and so carried unanimously to approve Abstract No. 8, General, Vouchers No. A0018-120 to A0018-132 in the amount of \$833.63, Highway, Vouchers DA018-055 to DA018-061 in the amount of \$2,202.34, Varick Water District No. 2, Vouchers VW118-020 to VW118-022 in the amount of \$550, Seneca Lake Water District, Vouchers SWS18-048 to SWS18-056 in the amount of \$46,566.24, Varick Water District No. 3, VW318-020 to VW318-027 in the amount of \$3,352.05, Varick Water District No. 4, Vouchers, VW418-028 to VW418-033 in the amount of \$4,392.84, Varick Sewer District No. 1, Vouchers VS118-030 to VS118-031 in the amount of \$680, Varick Sewer District No. 2, Vouchers, SSS18-028 to SSS18-032 in the amount of \$62,350.

#### **Old Business, New Business, Correspondence:**

Joe Midiri reported that the docks and moorings request is still sitting on the governor's desk and is waiting to be acted on.

The board discussed adding a stipend to be raised by town tax for the Edith B. Ford Memorial Library in Ovid in the 2019 budget. It was noted that the Romulus Central School district assesses a stipend to be raised through school taxes to the Varick residents currently and they didn't feel that they should be taxed twice. They noted that donations can be made on an individual basis if Varick residents are interested and the information provided by Shannon O'Connor will be posted on the Varick bulletin board.

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to adjourn the meeting at 8:30 p.m.

Respectfully Submitted

Donna Karlsen  
Varick Town Clerk