

December 1, 2020

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at the meeting were Councilmen Richard Peterson and Richard McCulloch, Town Clerk, Donna Karlsen, Bookkeeper, Angela Testa, Highway Superintendent, Ben Frier, Attorney for the Town, Joe Midiri, Assessor, Anne Morgan and Planning Board member, Thomas Bjorkman. Absent: Councilmen Tom Fox and Eric Riegel.

**Petitioners to Address the Board:** None.

**Abstract:** A motion by Richard McCulloch, seconded by Richard Peterson and so carried unanimously to approve Abstract No. 12, General, Vouchers A0020-158 to A0020-161 in the amount of \$2,077.79, Highway, Vouchers DA020-108 to DA020-111 in the amount of \$2,531.69, Varick Water District No. 1, Vouchers VW120-024 in the amount of \$75.00, Seneca Lake Water District, Vouchers SWS20-100 to SWS20-103 in the amount of \$1,150.12, Varick Water District No. 3, Voucher VW320-027 in the amount of \$75.00, Varick Water District No. 4, VW420-037 in the amount of \$75.00, Varick Sewer District No. 2, Vouchers SSS20-036 in the amount of \$685.64.

**Highway:** Highway Superintendent, Ben Frier reported the bell housing on the mowing tractor is broken and he has received an estimate of over \$10,000 to repair it. He has submitted a claim through the town's insurance but noted because of its age, the coverage is limited. He has been looking at used tractors and has gotten pricing on a new mowing tractor from Seneca County Highway Department. He reported that CHIP funds can only be used for the purchase of a new tractor. He will continue to research pricing and report back to the board.

Mr. Hayssen reported that he received a letter and a Shared Services Agreement from the New York State Department of Transportation. The letter explains that for services or materials that are valued at less than \$25,000, NYS comptroller rules allow NYSDOT to "trade" services utilizing a simple two-page Shared Service Agreement (SSA). Having such an agreement in place facilitates the ability for NYSDOT to provide support more quickly when an emergency arises. Both Supervisor Hayssen and Highway Superintendent Ben Frier supported this agreement and the board authorized Highway Superintendent Ben Frier to sign the two-year Shared Service Agreement.

**Judge:** Nothing to report.

**Supervisor/Bookkeeper Report:** The bookkeeper, Mrs. Testa, reported Seneca County Personnel office requires the town to create positions that coincide with payroll reported to them for employees working for the town. After reviewing the budget, she noted that the town needs to create two clerk positions to meet the County Personnel's reporting requirement.

A motion by Richard McCulloch and seconded by Richard Peterson and so carried unanimously to create two clerk positions.

A motion by Richard McCulloch, seconded by Richard Peterson and so carried unanimously to approve the Bookkeepers report.

**Water/Sewer Operator Report:**

Water Operator Monthly Report for November 2020

- Marked out Dig Safety's
- Got weekly meter reads
- Did weekly water tests for each district
- Took bac t samples in all 4 districts
- Filled out and submitted monthly water report to health department
- Data logged water usage in each district
- Turned water off as needed
- Replaced Grinder pumps for sewer
- Answered questions dealing with each water district and sewer system
- Called in Dig Tickets for upcoming projects
- Changed Meters
- Cleaned shop
- Fixed broken curb stops
- Installed 2 New water services
- Installed new culvert pipe on RT 89 due to be damaged on water main project
- Met with contractor on sewer hookup in district number 2
- Had annual inspection with health department for all 4 water districts (no violations)
- Worked on sewer issue with vent fan
- Finished up project for habitat for humanity in Romulus

Cannot thank the highway enough for the help they gave me to finish up some of these bigger projects the last few weeks.

**Varick Water District No. 1:** Nothing further to report.

**Seneca Lake Water District:** Attorney Midiri did not discuss with Attorney Fisher the concerns the board had with the letter Attorney Fisher wrote regarding the Mormon Camp's requirement to install a meter located at the East Lake Road connection. Further review of the letter will be completed by Attorney Midiri and Supervisor Hayssen prior to it being mailed. Supervisor Hayssen reported that he stopped to discuss the town's request with the caretaker of the property, but no one was there at the time of his visit.

Jim Bromka informed Water Operator Ben Karlsen he has scheduled a company to calibrate the master meter located at the pump station within the next couple weeks.

**Varick Water District No. 3:** Nothing further to report.

**Varick Water District No. 4:** Nothing further to report.

**Varick Sewer District No. 1:** Supervisor Hayssen is continuing communication with the town of Romulus Supervisor David Hayes regarding payment of their portion of billing generated from the operation of this joint district. The Town of Romulus had Yaws forward Romulus' portion of their November bill for operation and maintenance of the joint sewer system to be paid by Varick Sewer District No. 1. The board tabled any action regarding this bill at the time of this meeting until Joe Midiri reviews the contractual agreement the two towns have with Yaw Environmental. Attorney Midiri will report his findings at the January board meeting.

**Varick Sewer District No. 2:** Bill Kolbeck will be placing an order for more grinder pumps prior to the end of year.

**Town Clerk Report:** A motion by Richard Peterson, seconded by Richard McCulloch and so carried unanimously to approve the Town Clerk's Report: Supervisor: \$32.50, Ag & Markets: \$4.00, State Health Department; \$22.50, Total Disbursements: \$59.00.

**Minutes:** A motion by Richard Peterson, seconded by Richard McCulloch and so carried unanimously to approve the minutes of November 4, 2020.

**Assessor:** Anne Morgan reported that Senator Pam Helming has written a letter to Governor Cuomo requesting that he sign an executive order to suspend the renewal requirement for seniors and people with disabilities for one year hoping to ensure the safety of these citizens who are considered at a higher risk of severe illness from COVID-19. Mrs. Morgan is not in favor of doing this stating the Senior Citizen exemption is based on annual income which can fluctuate for seniors. She informed the board she will be sending out renewal letters for all senior, disability and ag exceptions after the first of the year. She will be including in this letter the implementation of new procedures and assistance in preparing these forms for only this year in order to ensure the safety of the town's residents.

The assessor also reported that she has completed all the required certification classes and she is continuing her deed research pertaining to the request presented by Ludwig Pusmucans at the November board meeting. She will also provide her recommendation for the town's sliding scale income eligibility for Senior Citizens and Persons with Disabilities to Supervisor Hayssen once she has it completed.

**Planning Board:** Thomas Bjorkman from the Planning Board provided two ordinances for the Town Boards review. The first ordinance amends the existing Responsible Pet Ownership Ordinance by adding under Section 6- Prohibition of Nuisance by Dog, letter E which would state: Defecating on public or private property, other than property owned by the owner or handler of the dog, unless feces are removed promptly and disposed of sanitarly. The second is a noise ordinance which was previously presented to the town board who at that time provided feed back to the Planning Board for consideration. They have addressed the board's concerns and are resubmitting both these documents for the board's final review and requesting the town board begin the process of adopting these two local laws. The board will review these submittals for further action at the January meeting.

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

A motion by Richard Peterson, seconded by Richard McCulloch and so carried unanimously to hold a year-end meeting to approve end of year bills and any other business that may come before the board on December 30, 2020 at 10:00 a.m. at the Varick Town Hall.

A motion by Richard Peterson, seconded by Richard McCulloch and so carried unanimously to adjourn the meeting at 8:45 p.m.

Respectfully Submitted  
Donna Karlsen  
Varick Town Clerk