

February 1, 2022

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 Eric Riegel and Richard Peterson, Town Clerk Donna Karlsen, Bookkeeper Angela Testa, Highway Superintendent Ben Freire, Attorney for the Town, Frank Fisher, Planning Board chair Linda Mastellar, Zoning Board of Appeals member Susan Ottenweller, and Kevin Lightfoote from North Seneca Ambulance. Absent: Councilmen Richard McCulloch and Thomas Fox.

**Petitioners to Address the Board:** Kevin Lightfoote presented the Ambulance Agreement which at the recommendation of their attorney added the following sentence to number 1. Provision of Emergency Medical Services under (a) the following: “Ambulance may bill, collect and maintain the funds from billing received under this Agreement.” Mr. Fisher approved this addition to the original contract.

A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to direct Supervisor Hayssen to sign the amended Agreement between North Seneca Ambulance and the Town of Varick to provide ambulance services for 2022 and 2023.

**Abstract:** A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to approve Abstract Number 2, Vouchers 7 to 54 in the amount of \$424,755.93.

**Highway:** Mr. Freier reported that they had the Western Star repaired. He recommended that when preparing the 2023 highway budget, funds be budgeted to provide for replacement of aging highway equipment.

Mr. Freier will not be available to meet with NYMIR to complete the regular building reviews on February 9<sup>th</sup> at 2:00 p.m. Supervisor Hayssen said he would complete the review with Michelle Leroux, Sr. Risk Specialist from the Wright Insurance Group.

**Supervisor’s Report:** Mrs. Testa reported that she was unable to prepare the Supervisor’s Report for January as she is still transitioning the books from the prior bookkeeping program to the new one and hasn’t been able to close out the 2021 books as of this meeting.

### **Water/Sewer Operator Report January 2022**

- 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
- Answered questions dealing with each water district and sewer system
- Changed meters out on Seneca Lake Water District
- Cleaned shop
- Changed Grinder Pumps out

- Retrieved Final reads as needed for closing on properties
- Wired up new meter reader for RT89/Romulus District
- Ordered more grinder pumps for the coming year
- Rebuilt Grinder pumps
- Located 3 service line leaks for homeowners
- Received information on Scada systems for each district to monitor flow and GPM
- Plowed shop on East Lake RD along with master meter locations when needed
- Had Siewert sewer company come to shop to help explain new main control boards for pumps
- Changed breakers, new master control board and sewer pump at residence
- Read water meters in all 4 districts
- Helped fold and stuff water bills
- Fixed issues with 4x4 on water truck
- Ordered sewer/water supplies as needed

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

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

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

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

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

**Varick Sewer District No. 2:** Mr. Hayssen updated the board regarding the loan for \$85,000 for Varick Sewer District No. 2 to cover costs pertaining to the repair of the pump station. He requested authorization to sign on the district's behalf, loan documentation to secure this loan.

A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to authorize Supervisor Robert Hayssen to sign documentation pertaining to the loan from Lyons National Bank for Varick Sewer District No. 2 in the amount of \$85,000.

**Town Clerk's Report:** A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to approve the Town Clerk's Report, Supervisor: \$95, NYS Ag & Markets: \$6, Total Disbursements: \$101.

**Minutes:** A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to approve the minutes of January 4, 2022.

**Judge:** Mr. Riegel will contact the judge to schedule time to examine the court records and dockets.

**Assessor Report:** Mrs. Morgan provided a written report as follows:

Exemptions are being received and processed; Deeds that have been received have been processed. Field work is being done WHEN the weather allows. Town and County tax bills brought out many phone calls about exemptions and how to apply, many taxpayers are also confused as to why STAR does not show up on that bill. It was explained what STAR stands for, this happens every year.

**Planning Board:** Linda Mastellar and Susan Ottenweller reviewed the progress the short-term rentals committee has made over the past couple months and wanted to confirm with the board the direction they were taking met the thoughts and expectations from the town board. Mrs. Mastellar said the committee consists of herself, Susan Ottenweller, Cindy Lont, and Lauren Burling. She reviewed with the board the purpose of the code, scope of the problems, areas of concern, and the process through research and benchmarking for short term rentals. They also have referred to Varick's Comprehensive Plan which outlines the land use overview and how that should be applied to the development of a short-term rental code. Mrs. Mastellar brought up many points and questions that have been discussed and asked for input from the board. Mr. Riegel will email the committee his thoughts and Mrs. Mastellar will provide Mr. Fox and Mr. McCulloch, who were absent for her presentation, the information she presented at this meeting for their input.

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

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to the Town of Varick General Fund, Resolution 22-3.

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to the Town of Varick Water District No. 1, Resolution No.22-4.

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to the Seneca Lake Water District Fund, Resolution No. 22-5.

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to Varick Water District No. 3 Fund, Resolution No. 22-6.

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to Varick Water District 4 Fund, Resolution No. 22-7.

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to Varick Sewer District 1 Fund, Resolution No. 22-8.

A motion by Eric Riegel, seconded by Richard Peterson and carried unanimously to approve the Amendment to Town of Varick Romulus Lighting Fund, Resolution No. 22-9.

A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to adjourn the meeting at 8:05 p.m.

Respectfully Submitted,  
Donna Karlsen Varick Town Clerk