State of New York
County of Lewis
Town of West Turin Board Meeting Minutes – January 22, 2025

Members Present: Supervisor Edward Hayes; Town Board Members – William McGovern, Susan Smith, and Katrina Sullivan, Highway Superintendent Doug Salmon, Tug Hill Commission Representative Christine Healt, Town Attorney Ian Gilbert, Project Manager Robert Boliver from BCA Architects & Engineers, Village of Constableville Mayor Samantha Brown
Absent: Councilman Scott Markham

Town Supervisor Edward Hayes, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. There was a moment of silence for Richard Hayes, Town of West Turin employee of 37 years who passed away on December 25, 2024.

Supervisor Hayes reviewed the meeting on January 17, 2025 with the Village of Constableville and representatives from BCA in regards to the potential formation of the Town of West Turin Water District. The proposed legal fees from Attorney James Burrows would not exceed $7,500.00 and the proposed fees from BCA are $4,500.00. The Intermunicipal Agreement (IMA) between the Village of Constableville and the Town of West Turin would include the village maintaining the Water District and invoicing residents just as the village currently does.

Councilwoman Sullivan questioned if other homeowners outside the village within the town of West Turin would have access to be added to the Water District. It was clarified by Attorney Gilbert that homeowners would need town permission for this to happen.

Supervisor Hayes read a letter from Attorney James Burrows proposing the estimated legal cost would not exceed $7,500.00 to form a Water District. A motion to approve contracting with Kendall, Harrienger & Burrows for legal assistance to form a Water District at a cost not to exceed $7,500.00 was made by Councilwoman Sullivan, seconded by Councilman McGovern; all ayes. Councilman Markham was absent.

RESOLUTION NO. 1-2025
RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN
THE TOWN OF WEST TURIN AND KENDALL, HARRIENGER & BURROWS
FOR LEGAL ASSISTANCE TO FORM A WATER DISTRICT

WHEREAS, the Town of West Turin is interested in forming a non-contiguous special use district ("Water District") which includes the Town of West Turin residents who currently rely on the Village of Constableville's drinking water system for their potable drinking water; and

WHEREAS, in forming a Water District in accordance with the statutory requirement contained in NY Town Law Article 12-A it is necessary to hire legal services for such purpose.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Town of West Turin hereby authorizes an agreement with Kendall, Harrienger & Burrows for legal services to form such Water District with an amount not to exceed $7,500.

Section 2. The Town Supervisor is hereby authorized to execute the Agreement.

Section 3. That the within Resolution shall take effect immediately.

Moved by Councilwoman Sullivan; seconded by Councilman McGovern; and adopted on January 22, 2025. Councilman Markham was absent.

Constableville Village Mayor Brown shared with the town board the grants the village has received for street projects and indicated it would include the water district expenses. Clerk Schindler was directed to keep a file on the expenses the town incurs for the water district.

The Town Board meeting minutes from December 9, 2024 were read by Clerk Schindler. There was a correction to the minutes to add *The Board agreed the lowest amount they would take for the truck was $35,000.* The minutes were approved with the correction on motion by Councilman McGovern, seconded by Councilwoman Smith; all ayes. Councilman Markham was absent.

Christine Healt then gave an update from the Tug Hill Commission and the opportunities available. This information may be found on their website or in their newsletter.

Clerk Schindler indicated the DEC has offered to pay the town $1.00 per customer for hunting and fishing licenses with the change in printing on copy paper that the town provides. A motion to add $1.00 fee per customer for hunting and fishing licenses was made on motion by Councilwoman Smith, seconded by Councilwoman Sullivan; all ayes. Councilman Markham was absent.

Superintendent Salmon presented Abstract No. 1-2025 (Vouchers 1-16) in the amount of $30,247.45. A motion to pay the abstract was made by Councilwoman Smith, seconded by Councilman McGovern; all ayes. Councilman Markham was absent.

Supervisor Hayes read an “Agreement for the Expenditure of Highway Moneys” pursuant to the provisions of Section 284 of the Highway Law, which the total sum is $327,397 for primary work and general repairs upon 72.54 miles of town highways.

Supervisor Hayes reported he received a check from Town Justice Earl for December 2024 fines and penalties of $4,495.00. The paid share for fines and penalties for December 2024 was $3,716.00 and the paid share for fines and penalties for November 2024 was $1,912.00.

Supervisor Hayes informed the town board members the annual audit of the Town Justice records will take place on January 27, 2025 at 7:00 p.m. at the Town Justice office.

Supervisor Hayes read the resolution regarding the Shared Services Plan with Lewis County. A motion authorizing the Town of West Turin to act as a co-applicant with Lewis County for the purposes of the shared services plan was made by Councilman McGovern, seconded by Councilwoman Sullivan; all ayes. Councilman Markham was absent.

RESOLUTION NO. 2-2025
RESOLUTION AUTHORIZING THE TOWN OF WEST TURIN TO ACT AS A CO-APPLICANT WITH LEWIS COUNTY'S SUBMISSION OF A NYS DOS LOCAL GOVERNMENT EFFICIENCY GRANT PROGRAM APPLICATION

WHEREAS, the County of Lewis, as the applicant, and the Town of West Turin, as the co-applicant, are eligible to apply for the 2024-2025 Local Government Efficiency Program administered by New York State Department of State and the Division of local Government Services; and

WHEREAS, the Town of West Turin participated in the 2023 Lewis County Shared Services Plan (the Plan), which describes a shared need for a Jet/Vacuuming Machine and a Loader-Mounted Snowblower among the County of Lewis municipalities; and

WHEREAS, the Plan identified that a shared Jet/Vacuuming Machine can be used/deployed to any Town or Village in need of equipment to clean sewers and complete hydro excavation in-house versus contracting out the services for each municipality; and
WHEREAS, the Plan also identified the need for a Loader-Mounted Snowblower to be used/deployed to any Town or Village in need of snowbank removal; and
WHEREAS, the Plan identified that the equipment will be purchased and managed by the Lewis County Highway Department; and

WHEREAS, the Lewis County Highway Superintendent has also identified the need for a shared Grapplesaw Truck to be used/deployed to any Town or Village in need, which can also be purchased and managed by the Lewis County Highway Department; and

WHEREAS, the NYS DOS Local Government Efficiency (LGE) Grant is provided to municipalities as a funding opportunity to expand or develop new local service delivery

initiatives that will reduce the cost of current or future municipal operations and incorporate enhanced technologies and processes to modernize the delivery of local services. The LGE program requires that local governments work together in these efforts to meet the current and emerging needs of their constituents; and

WHEREAS, Lewis County, in collaboration with other Towns and Villages, would be eligible for up to $1,250,000 in NYS DOS LGE funding to purchase a shared Jet/Vacuuming Machine, Loader-Mounted Snowblower, and Grapplesaw Truck and would need to commit to a 10% cash match.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Town of West Turin Town Board authorizes the inclusion of the Town of West Turin as a co-applicant in the submission of a NYS DOS Local Government Efficiency Grant Program application in an amount not to exceed $1,250,000 towards the costs of the Loader-Mounted Snowblower, Grapplesaw Truck, and Jet/Vacuuming Machine with the 10% cash requirement being contributed by the County.

Section 2. That the Town of West Turin will act as a Co-applicant with the County of Lewis for the 2024-2025 Local Government Efficiency Program.

Section 3. The Town of West Turin Town Supervisor is hereby authorized to be included as the point of contact for the Town of West Turin.

Section 4. That this resolution shall take effect immediately.

Moved by Councilman McGovern, seconded by Councilwoman Sullivan, and adopted on the 22nd day of January 2025.

Supervisor Hayes reported receiving a final payment for CHIPS in the amount of $43,823.88.

The following organizational resolutions were then presented.

RESOLUTION NO. 3-2025
RESOLUTION APPOINTING VARIOUS TOWN OF WEST TURIN APPOINTED POSITIONS

BE IT SO RESOLVED; the Town Board of the Town of West Turin does hereby authorize the appointment of the following positions for the term beginning January 1, 2025 and expiring December 31, 2025 –

Deputy Highway Superintendent – Nathan Dorrity

Town Attorney – Ian Gilbert
Registrar of Vital Statistics – Bethany Schindler
Deputy Town Clerk – Theresa Garnsey
Dog Control Officer – Aaron Ettinger
Town Historian – Peter Hayes
Town Health Officer – Jill Strigle
Town Justice Clerk – Mandy Evans
Animal Damage Assessment – Jill Strigle
Deputy Town Supervisor –
Each Town Board Member Alternates Quarterly as follows –
Councilwoman Sullivan – 1st quarter; Councilwoman Smith – 2nd quarter;
Councilman McGovern – 3rd quarter, and Councilman Markham – 4th quarter
Board of Assessment Review – Grievance Board

Approved on motion by Councilwoman Smith, seconded by Councilman McGovern, and adopted on January 22, 2025. Councilman Markham was absent.

RESOLUTION NO. 4-2025
RESOLUTION SETTING TOWN OF WEST TURIN MONTHLY TOWN BOARD MEETINGS

BE IT SO RESOLVED; the Town Board of the Town of West Turin does hereby designate the 2nd Monday at 7:00 pm. as the Regular Meeting of the Town Board of the Town of West Turin (unless required to be changed for a specific reason) for the one-year term beginning January 1, 2025 and ending December 31, 2025.

Approved on motion by Councilman McGovern, seconded by Councilwoman Smith; and adopted on January 22, 2025. Councilman Markham was absent.

RESOLUTION NO. 5-2025
RESOLUTION DESIGNATING THE TOWN OF WEST TURIN NEWS MEDIA RESOURCES

BE IT SO RESOLVED; the Town Board of the Town of West Turin does hereby designate The Lowville Journal & Republican as the Official Newspaper for the Town of West Turin and Linking Lewis County as a secondary media news resource for the Town of West Turin for a one-year term beginning January 1, 2025 and ending December 1, 2025.

Approved on motion by Councilwoman Sullivan, seconded by Councilwoman Smith; and adopted on January 22, 2025. Councilman Markham was absent.

RESOLUTION NO. 6-2025
RESOLUTION DESIGNATING THE TOWN OF WEST TURIN BANKING INSTITUTIONS

BE IT SO RESOLVED; the Town Board of the Town of West Turin does hereby designate the primary bank as Community Bank, NA and the secondary bank as Adirondack Bank for the one-year term beginning January 1, 2025 and ending December 1, 2025.

Approved on motion by Councilwoman Sullivan, seconded by Councilman McGovern; and adopted on January 22, 2025. Councilman Markham was absent.

RESOLUTION NO. 7-2025
RESOLUTION ESTABLISHING THE MILEAGE REIMBURSEMENT RATE FOR THE TOWN OF WEST TURIN TOWN BUSINESS

BE IT SO RESOLVED; the Town Board of the Town of West Turin does adopt the IRS reimbursable mileage rate of 70 cents per mile for approved mileage in connection with performing Town business for the one-year term beginning January 1, 2025 and ending December 31, 2025.

Approved on motion by Councilwoman Smith, seconded by Councilwoman Sullivan; and adopted on January 22, 2025. Councilman Markham was absent.

Supervisor Hayes handed out the recommended revisions to the town Zoning Law in regards to battery storage. Town board members will have a chance to review this information before the next board meeting. Matthew Johnson from the Tug Hill Commission is planning to be at next month's meeting for any discussion and questions.

Warrant No. 1-2025 (Claim Nos. 1-19) in the amount of $4,509.99 was presented for payment. A motion to pay the warrant was made by Councilman McGovern, seconded by Councilwoman Sullivan; all ayes. Councilman Markham was absent.

Supervisor Hayes presented the December 2024 Supervisor's Report.

There being no further business to come before the board, the meeting adjourned at 8:50 p.m. on motion by Councilwoman Sullivan, seconded by Councilwoman Smith.

Respectfully submitted,

Bethany L. Schindler, Clerk
Town of West Turin