State of New York
County of Lewis
Town of West Turin Board Meeting Minutes – May 12, 2025

Members Present: Supervisor Edward Hayes; Town Board Members – Katrina Sullivan, Susan Smith, William McGovern, Scott Markham
Tug Hill Commission Representative Christine Healt, Boonville Herald Writer MaryAnn Wilton, BAC Engineer Casey Dickinson, Civally - Mike Biolsi
Community Members - Tim Barrows, Ben Morczek

Town Supervisor Edward Hayes, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Supervisor Hayes gave the floor to Tim Barrows. Mr. Barrows of Barrows Performance, Michigan Mills Rd, presented a special use application proposing to build a 60' x 60' addition to an existing structure. This project will be referred to the County Planning Board. Clerk Schindler will submit the paperwork to the County and will keep Mr. Barrows apprised of the situation.

Mike Biolsi from Coughlin Printing reviewed the grant opportunity through Lewis County to obtain a town website along with .gov emails. The contract with Civally will be for 5 years and the cost is minimal due to the grant. An approval to enter into a contract with Civally for 5 years was made on motion by Councilwoman Smith, seconded by Councilwoman Sullivan; all ayes.

RESOLUTION NO. 18-2025
RESOLUTION APPROVING AN AGREEMENT BETWEEN
THE TOWN OF WEST TURIN AND CIVALLY

WHEREAS, New York State is requiring municipalities to implement a website and create secure local government emails for certain town officials by December 2025; and

WHEREAS, the County of Lewis has secured a grant to offset the cost to municipalities for this project; and

WHEREAS, the total cost to the Town of West Turin for a 5-year period will be $2,925.00.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Town of West Turin authorizes an agreement with Civally for a five-year period to create and maintain a municipal website and establish secure government emails for the Town of West Turin.

Section 2. The Town of West Turin authorizes Supervisor Hayes to sign such agreement.

Moved by Councilwoman Smith, seconded by Councilwoman Sullivan; and adopted.

Casey Dickinson from BCA Architects and Engineers reviewed the progress on the establishment of a Water District to include current outside users of the Village of Constableville Water District indicating they are now in the design phase. Mr. Dickinson clarified that the parcels that are not currently connected but are recommended to be included in the water district will not be billed unless they opt in to use water from the Village of Constableville.

Mr. Dickinson would like questions and comments from the town board after they've had a chance to review the paperwork and map that he handed out. At the June 2025 town board meeting the board will have the option to accept the map plan and report. If accepted a public hearing would be scheduled for the July 2025 town board meeting.

Ben Morczek approached the town board about a land acquisition. He was asking for the board's permission. As this is not the board's decision Mr. Morczek will defer to another source.

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 read the minutes from the April 14, 2025 town board meeting. The minutes were approved on motion by Councilman Markham, seconded by Councilman McGovern; all ayes.

Superintendent Salmon presented Abstract No. 5-2025 (Vouchers 50-58) in the amount of $5,229.06. A motion to pay the abstract was made by Councilman McGovern, seconded by Councilman Markham; all ayes.

Supervisor Hayes reported he received a check from Town Justice Earl for April 2025 fines and penalties in the amount of $2,618.00. The paid fines and penalties for April 2025 is $1,286.00. The paid fines and penalties for March 2025 is $2,334.50.

Warrant No. 5-2025 (Claim Nos. 74--90) in the amount of $5,591.46 was presented for payment. A motion to pay the warrant was made by Councilwoman Sullivan, seconded by Councilwoman Smith; all ayes.

Supervisor Hayes reported receiving a mortgage tax check from Lewis County in the amount of $8,106.65.

RESOLUTION #19-2025
RESOLUTION TO AUTHORIZE REVISED BUDGET ADJUSTMENT
HIGHWAY FUND TOWN-WIDE

Account	**Code**	**Increase**	**Increase**
CHIPs Revenue	DA3501	38,149.79	
Installment Debt-Principal	9785.6		38,149.79

Approved on motion by Councilman Markham, seconded by Councilman McGovern; and adopted.

Supervisor Hayes presented financial reports for January-April 2025. Supervisor Hayes presented the April 2025 Supervisor's Report.

There being no further business to come before the board, the meeting adjourned at 8:39 p.m. on motion by Councilwoman Sullivan, seconded by Councilwoman Smith.

Respectfully submitted,

Bethany L. Schindler, Clerk
Town of West Turin