State of New York
County of Lewis
Town of West Turin Board Meeting Minutes – November 5, 2025

Members Present:
Supervisor Edward Hayes; Councilmembers – Katrina Sullivan, Susan Smith, J. Scott Markham
Highway Superintendent Douglas Salmon; Tug Hill Commission Representative Christine Healt;
Village of Constableville Mayor Samantha Brown, Town Attorney Ian Gilbert
Absent: Councilmember William McGovern

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

Supervisor Hayes opened the public hearing to discuss the proposed budget for the 2026 fiscal year. Supervisor Hayes reviewed the proposed budget. There being no additional questions or comments at this time, the meeting continued with regular business.

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 October 13, 2025 town board meeting. The minutes were accepted on motion by Councilmember Smith, seconded by Councilmember Sullivan; all ayes.

Supervisor Hayes read proposed Resolution No. 36-2025 "Resolution Authorizing the Transfer of Ownership and Responsibility for the Town of West Turin Bridge Located at Sweeney Road over East BR Fish Creek to Lewis County." The resolution was adopted on motion by Councilmember Markham, seconded by Councilmember Smith; all ayes.

Resolution No. 36-2025
Resolution Authorizing the Transfer of Ownership and Responsibility
for the Town of West Turin Bridge Located at Sweeney Road over East BR Fish Creek
to Lewis County, New York

WHEREAS, the Town of West Turin owns and maintains certain bridges located within its municipal boundaries; and

WHEREAS, Lewis County owns and maintains bridges that are part of the Lewis County Highway System and has expressed a willingness to assume responsibility for other key infrastructure elements within Lewis County for reasons of public safety and efficient management; and

WHEREAS, the Lewis County Board of Legislators has adopted Resolution No. 115-2025 on June 3, 2025, agreeing to accept ownership, jurisdiction, and responsibility for the following

specific bridge located within the Town of West Turin, identified by their unique New York State Bridge Identification Number (BIN):

- **BIN # 2220460**: Located at Sweeney Road over East BR Fish Creek

WHEREAS, the Town Board of West Turin deems it to be in the public interest to transfer ownership and responsibility for the bridge located at Sweeney Road over East BR Fish Creek due to the future replacement exceeding the Town of West Turin's resources;

WHEREAS, the Town of West Turin believes that transferring ownership of these bridges to Lewis County will ensure their continued safety and proper maintenance for the benefit of Town and County residents;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. That the Town of West Turin hereby agrees to transfer full ownership, title (where applicable to associated land/easements), jurisdiction, and responsibility for the following bridge to Lewis County:

- **BIN # 2220460**: Located at Sweeney Road over East BR Fish Creek

Section 2. That this transfer shall include all aspects of bridge management including, but not limited to, structural integrity, biennial and interim inspections, load ratings and postings, routine maintenance, preventative maintenance, repairs, rehabilitation, and eventual replacement, effective on November 5, 2025.

Section 3. That the Town Supervisor is hereby authorized to execute, on behalf of the Town of West Turin, any and all agreements or other legal documents necessary to formally transfer jurisdiction and responsibility for the Town of West Turin Bridge located at Sweeney Road over East BR Fish Creek **(BIN # 2220460)** to Lewis County, subject to the review and approval as to form by the Town Attorney.

Section 4. That the Town Clerk is hereby directed to forward certified copies of this resolution to the Lewis County Board of Legislators, the Lewis County Treasurer, and the Lewis County Superintendent of Highways.

Section 5. That the within resolution shall take effect immediately.

Moved by Councilmember Markham, seconded by Councilmember Smith, and adopted on November 5, 2025.

Supervisor Hayes opened the floor for questions or comments on the proposed budget for the 2026 fiscal year. There being no additional comments, the public hearing closed at 7:32 p.m. on motion by Councilmember Sullivan, seconded by Councilmember Smith. The proposed budget for fiscal year 2026 was adopted on motion by Councilmember Markham, seconded by Councilmember Smith; all ayes.

Town Attorney Ian Gilbert reviewed the draft Inter-Municipal Agreement (IMA) between the Village of Constableville and the Town of West Turin Water District. The language concerning billing and maintenance of the water district will be revised to state the Village of Constableville will be responsible for these areas. The IMA will be addressed again at the December town board meeting.

A motion to relevy taxes for the Town of West Turin Water District No. 1 a/k/a Constableville Water District No. 1 in the total amount of $2,220.00 was made by Councilmember Markham, seconded by Councilmember Sullivan; all ayes.

Attorney Gilbert read a letter of response on behalf of the Town of West Turin to a homeowner regarding questions the homeowner has about the minimum maintenance road her property is on.

Mayor Samantha Brown said the Village of Constableville and the Town of West Turin will once again this year be providing Thanksgiving meals to local families in the Town of West Turin. They are looking for donations of food as well as families that could benefit from this donation.

Superintendent Salmon presented Abstract No. 11-2025 (Vouchers 116-121) in the amount of $8,139.18. A motion to pay the abstract was made by Councilmember Sullivan, seconded by Councilmember Markham; all ayes.

Supervisor Hayes presented a contract between the Lewis County Humane Society and the Town of West Turin. A motion to approve the contract was made by Supervisor Hayes, seconded by Councilmember Markham; all ayes.

Warrant No. 11-2025 (Claim Nos. 196-210) in the amount of $3,752.45 was presented for payment. A motion to pay the warrant was made by Councilmember Sullivan, seconded by Councilmember Smith; all ayes.

There was discussion about raising the cost of dog licenses. Clerk Schindler will research the process.

Supervisor Hayes submitted the October 2025 Supervisor's report.

There being no further business to come before the board, the meeting adjourned at 9:00 p.m. on motion by Councilmember Smith, seconded by Councilmember Markham.

Respectfully submitted,

Bethany L. Schindler, Clerk
Town of West Turin